

**MINUTES OF THE MILLVILLE  
PARK & RECREATION COMMITTEE MEETING  
June 29, 2017 @ 1:00 p.m.**

In attendance were Chairman Steve Maneri; Town Manager/Secretary Debbie Botchie; Town Code & Building Official Eric Evans; Committee Member Peter Michel; Committee Member Paul DuCott; and GMB Representative Morgan Helfrich. Committee Members Valerie Faden and Pat Plocek were absent.

**1. CALL MEETING TO ORDER**

Deputy Mayor Steve Maneri called the meeting to order at 1:00 p.m.

**2. PLEDGE OF ALLEGIANCE TO THE FLAG**

**3. ROLL CALL**

All members were present except Committee Members Valerie Faden and Pat Plocek.

**4. ADOPTION OF PARK & RECREATION COMMITTEE MINUTES**

**A. Minutes – June 15, 2017**

Committee Member Paul DuCott motioned to accept the June 15, 2017, Town Parks & Recreation meeting minutes. Committee Member Peter Michel seconded the motion. Motion carried 5-0.

**5. REVIEW AND POSSIBLE VOTE ON DRAFT FLOOR PLANS FOR THE COMMUNITY CENTER AND STORAGE FACILITY DESIGN** – Morgan Helfrich of GMB

Morgan Helfrich, of George, Miles & Buhr (GMB), stated, after speaking with AECOM, she thought the footprint of the building would be the size of the walls she could go to, but apparently that is not the case because AECOM is using some civil ruling called TR-55 for the civil site design impervious/pervious calculations, which is to mean the outside roof line. Ms. Helfrich stated she confronted AECOM about this and they will make the Town's stuff work with the roof overlines which go beyond the footprints AECOM had shown before. Ms. Helfrich stated she thinks there should be some roof overhang at the front entry of the community building and the side pieces to indicate where the entry and exits are located.

Ms. Helfrich stated based on discussions the Committee had with the floor plan for the community center at the last meeting, GMB has added in, at the end of the banquet hall, the moveable partition, which will come directly across the center of the room, and there will be two (2) entry doors into the hall. Ms. Helfrich stated she sized the storage closet for one-hundred-eight (108) chairs and the portable stage. Ms. Helfrich stated the Committee talked about doing a truss roof, and she's got a ten (10)-foot

ceiling height, but she's also showing a coffered ceiling, and there would be an option of putting ceiling fans in there. Mr. DuCott stated, based on his experience, these moveable partitions are the "biggest pain in the neck" because of noise and moving the wall back and forth over time gave a lot of "wear and tear." Mr. Maneri asked the Committee what their consensus was on this partition. Mr. DuCott stated he was not really for it. Mr. Michel stated he would say no to it. Town Manager Debbie Botchie stated she says yes to it. Mr. Maneri stated no to it due to the price of installing it as well the fact that if the partition is used, the space provided for two (2) different homeowners' associations (HOAs) will not be nearly enough room to suffice the audiences. Town Code & Building Official Eric Evans stated it doesn't matter to him either way, but if the partition is put in, it will be expensive. The Committee agreed to get rid of the partition. Mr. Maneri stated because this building will now be slab-on-grade, the Town will need the extra storage space for the building's air handlers. Ms. Helfrich stated she thinks the air handlers are easier to get access to in a place like the attic as opposed to a closet because it's so tight in a closet and technicians can't get around to the backside to perform any work on it. Ms. Helfrich asked what the Committee would think of having attic access pull-down stairs in the hallway. Mr. Maneri stated he has no problem with it since GMB could put molding around it and make it look nice and houses all have it. Mr. DuCott asked how many air handlers will be needed. Ms. Helfrich stated she was thinking at least two (2) zones – one (1) for the meeting hall and one (1) for the office/administration section – and asked what the Committee thought. Mr. Maneri stated he would go with two (2) zones. Mr. Maneri asked if the attic stairs will be two (2) sets or one (1). Ms. Helfrich stated she'd like to just one (1) set of pull-down stairs in the hallway. Mr. Evans stated he would like the water heater as closest as possible to the plumbing for the kitchen. Mr. Maneri asked what the consensus is for the heat – whether gas or electric. The Committee agreed on gas due to needing it for the generator as well.

Ms. Helfrich stated, for the utility building, the plan was changed so the plumbing chase is bigger for easier access as well as a floor drain in it. Ms. Helfrich stated she added a hand drier into the handicapped bathroom stall, which also has its own sink; and Ms. Helfrich has added floor drains to both bathrooms and the storage maintenance area. Ms. Helfrich further stated she got rid of the back overhead door and made it a spin door to the maintenance area; and she added hose bibs to underneath the drinking fountain, one out back, and under each of the sinks in the bathrooms. Ms. Helfrich stated she will check with RMF regarding a drain in the maintenance room. Ms. Helfrich stated right now she's showing drywall to the trusses for the ceiling, and even though there is moisture-resistant drywall, she doesn't think it's the best. Ms. Helfrich stated she knows climate control and heating will help reduce mold but there still needs to be a decision regarding what kind of material to use. Mr. Maneri asked if the Town can put some kind of fan in to suck the moisture out. Ms. Helfrich stated GMB will.

Ms. Helfrich stated the elevations of the utility building and the very height of the trusses are ten (10) feet, and the lights will not be recessed. Mr. Evans stated he likes the 10-foot ceilings, but did not want flood vents due to the fact the Town is not in a

flood zone; instead, just regular vents. Ms. Helfrich asked if the Committee liked the look of the utility building. The Committee said they do like it. Ms. Helfrich suggest structural glazed block for the outside material, but it is probably the most expensive masonry available; but it also the best material you could get. Ms. Helfrich further stated the material inside and out can be glazed any color on opposite sides of the block if you like, so you don't have to put another coat on the inside of the building, it's completely washable inside and out, and it is very much worth the money, but it's expensive. Mr. DuCott asked if you need any sheetrock under this block. Ms. Helfrich stated you don't need anything under it – it's an eight (8)-inch glazed block so very easy maintenance. Ms. Helfrich stated there is a sample of what looks like granite but it's polished masonry, which is more expensive than concrete masonry unit (CMU) block, but it's half as expensive as the structural glazed block. Ms. Helfrich stated this polished masonry can be used for the utility building. Mr. Evans stated he thought the inside would merely be painted, and they would use regular block. Ms. Helfrich stated the regular CMU block does chip with humidity and the Town will have to maintain it and repaint it, so that's something to think about. Mr. Evans stated he thinks the outside should look good, but when it comes to the inside, it may not need such material. Ms. Helfrich stated the downside to using the regular CMU block is the paint gets chipped off so easily – especially when just hosing it with water – and then the paint chips run down the drain and the drain gets clogged; so that's something to consider.

Ms. Helfrich stated the north elevation – the short side – is the front side entrance of the building. Ms. Helfrich stated she has given a front overhang, with sort of a portico entry, but the cupola can go away if the Committee doesn't like it. Mr. Evans stated the cupola looks nautical if that's the theme the Town is going for. Mr. DuCott stated he likes the widows walk but he'd like it more if we were closer to the beach, considering the widows walk and the cupola can't be cheap. Ms. Helfrich stated the widows walk – the way it's planned – is really just decorative so it really is just a cupola. Mr. DuCott asked what kind of price it may be. Ms. Helfrich stated for just that piece, it would be twenty-thousand dollars (\$20,000.00). Mr. Maneri asked if a cupola would affect putting solar panels on the roof. Ms. Helfrich stated the Town can put solar panels on either side, but the building – because it is long – needs something to break up the roof so it doesn't look like just a warehouse. Ms. Botchie stated she would like to get rid of the window shutters, and she doesn't like the brick at the bottom. Ms. Helfrich stated the brick was done so it could tie in the look to that of the utility building, so the Committee needs to try and find a way to tie the buildings together, and the Committee is doing a gable but the cultured stone is another option. Ms. Botchie stated she doesn't care for the stone on this community building. Ms. Helfrich stated the siding can come down to a horizontal ban board. Mr. Maneri stated he likes the cultured stone at the bottom rather than the ban board; Mr. DuCott agreed. Ms. Helfrich stated she will do more research on nautical looks and will see what she can do with this portion near the base.

Mr. DuCott asked, regarding the roof, if metal roofs are expensive. Ms. Helfrich stated yes, they do. Mr. DuCott stated it is a one-time cost so he thinks we should “use that

both ways” when measuring it, and asked if this comes in many colors. Ms. Helfrich stated yes, it does, and if the Committee is thinking blue for the siding of the building, Ms. Helfrich likes the look of a white roof because it looks really nice and it’s the most energy-efficient thing ever; however, putting black solar panels on it may cause a visually aesthetic problem, but there is a silver solar panel option. Mr. DuCott stated he thinks even though the metal roof is expensive but because this is a one-time cost, the metal roof is the way to go. Mr. Michel agreed. Mr. Maneri stated he thinks the block should be explored more because there is very little upkeep and spend more money on things which require little upkeep. Ms. Helfrich stated the Town can get the Hardie board pre-finished or just the painted color version, but the problem with the color version is that it fades and if there are ever any repairs done, it is extremely difficult to match the color. The Committee agreed to go for the pre-finished rather than the color version. Ms. Helfrich stated she wanted to ask about budget because she’s not sure if she’s on target. Mr. Maneri stated the Town really doesn’t have a set budget yet. Ms. Helfrich asked if fundraising is available. Ms. Botchie stated no. Mr. Michel asked if there is a dumpster location. Mr. Evans stated in terms of trash, the park will be “carry in, carry out.” Mr. Michel asked if there will be any dog stations. Mr. Maneri stated no. Mr. Michel and Mr. DuCott stated that may be an issue. Mr. Evans stated it can be discussed at a later meeting as this is not for Ms. Helfrich, and dog stations can be added at any time.

Mr. Evans asked how much the Town wants to spend on the building. Mr. Maneri asked what the going rate is per square foot. Ms. Helfrich stated, for the community building, the price would be two-hundred dollars (\$200.00) per square foot, and about one-hundred-fifty dollars (\$150.00) per square foot for the utility building; but that’s factoring in some contingency for both buildings. Mr. Evans stated with those numbers the estimate for both of them would be about one-point-one-million dollars (\$1.1 million). Ms. Helfrich stated if she needs to scale back on anything, now is the perfect time to tell her. Ms. Helfrich asked if AECOM has provided the Town with a cost for the site work stuff. Mr. Evans stated yes, it’s changed. Ms. Helfrich stated she doesn’t need to know the cost today but just thought she’d give a “heads-up.” Mr. Evans stated he likes the Hardie board idea, he likes the steel roof idea, and how the Committee wants to do the utility building is up to them. Ms. Botchie stated the Town has put a substantial amount of money into the land, but the Town still has three-million dollars (\$3,000,000.00) in its budget for the park to go toward the playground equipment, pickleball courts, and these buildings, so the Town will have the money. Ms. Helfrich stated the decision doesn’t have to be today and the Town can get back to her at a later time. Mr. Maneri stated he would say the Town try to stay down to one-fifty (150) on everything and see how much the Town can get for that amount.

Ms. Helfrich stated has made a list of alternatives for the Town to take into consideration when going to bid, and the thing for her to do now is proceed with construction documents of this, contact RMF and structural and get those guys started. Mr. Evans stated the Town doesn’t want a soil scientist for the footers and slab. Ms. Helfrich stated she will use the data from the report but it will have to be tested in the field. Mr. Evans stated yes, but he doesn’t want it being into the bid. Ms. Helfrich

stated she will make sure when she needs to deliver and if she has a cost estimate in it because Ms. Helfrich thinks she took it out because she and Ms. Botchie thought about coordination work with AECOM; but Ms. Helfrich will check on that and try to hit the budget provided by Mr. Maneri. Ms. Helfrich stated she will coordinate with Mr. Evans to locate the generator pad based on GMB's drawings, and she will get more of a trough-style sink rather than the fancy one shown. Ms. Helfrich further stated she will add the changes to everything discussed today, such as the pull-down attic stair access being moved to the hallway, the removal of the partition, and other changes. Mr. DuCott asked if there would be any gutters. Ms. Helfrich stated she would like to do a really deep roof overhang on this building – like a two (2)-foot overhang instead of a one (1)-foot – so it wouldn't have gutters. Mr. Evans stated there is stone you can put under the overhang on the ground so when the rain pours down and hits the stone, the water can run off into planted flowers and/or plants.

Mr. Maneri stated he would like to take the forty (40)-yard dash out and add a bocce ball court instead. Ms. Botchie, Mr. DuCott and Mr. Michel agreed.

#### **6. ANNOUNCEMENT OF NEXT MEETING**

The next Parks & Recreation meeting will be on Thursday, July 20, 2017, at 1 p.m.

#### **7. ADJOURNMENT**

Mr. Michel motioned to adjourn at 2:44 p.m. Mr. DuCott seconded the motion. Motion carried 5-0.

Respectfully submitted,  
Matt Amerling, Town Clerk