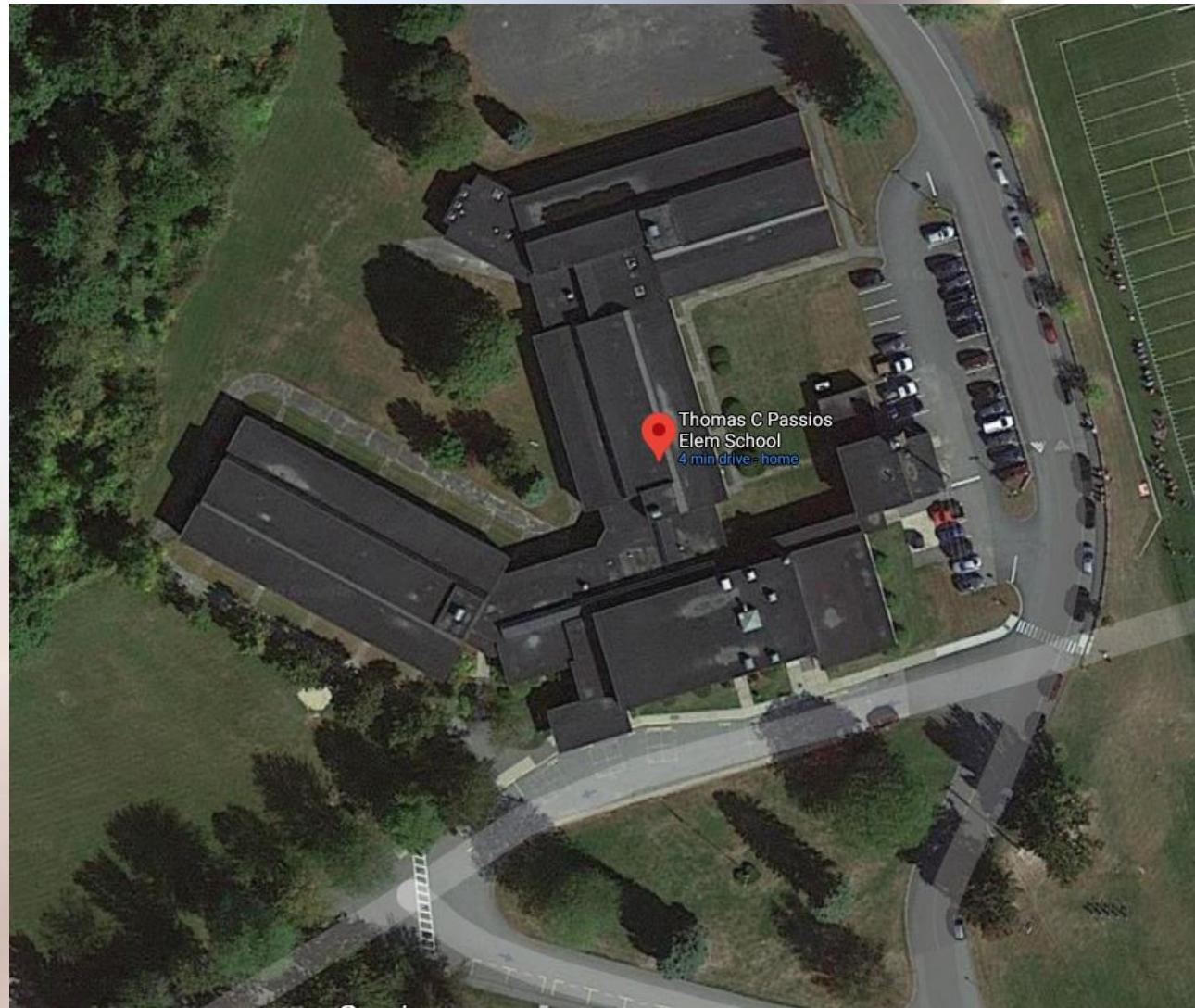


# TC Passios Building Design Committee

Review and Progress  
Report

Special Town Meeting  
November 17, 2020



# Committee Members

- Greg Roy (Chairman) Citizen at Large
- Dave Blatt (Vice Chair) Citizen at Large
- Open Citizen at Large
- Michael-Ray Jeffreys Select Board Rep
- David Passios FinCom Rep
- Brian Lehtinen (Clerk) School Comm Rep
- Matthew Allison Planning Board Rep

- Former Members
- Michael Mackin
- Damon McQuaid
- Tanner Cole

# Early History

- 2019 ATM voted to authorize the expenditure of funds to:

“To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money for the design and engineering to consolidate town offices, school uses, and community space at the building and land known as the TC Passios, located at 1079 Massachusetts Avenue ....”
- September 2019 - The Select Board authorized the formation of a committee to oversee the task to consolidate town offices, school uses and community space at the TC Passios building
- October 2019 – The committee was formed and held its first meeting.

# Committee Charge

- The Committee recognized its charge to be as stated in the Town meeting warrant:

“To oversee the design and engineering to consolidate town offices, school uses, and community space at the building and land known as the TC Passios”
- Specifically, the committee worked to achieve the goal of developing the design of the building to “Design Development” stage which will provide enough detail to present the Town with an overall cost estimate.

# Key Milestones/Events

- Nov/Dec 2019 – Developed the specifications necessary to draft Request for Qualifications (RFQ) which went out to all interested parties.
- Jan 2020 – Interviewed the final 3 design firms
- March 2020 – DiGiorgio and associates was selected as design firm
- March 11 – 1<sup>st</sup> Kick off meeting with Representatives from DiGiorgio Associates to start the Design Process
- March 2020 – Covid shutdown
- May – Held 1<sup>st</sup> Virtual meeting to review findings and start the process of determining space needs versus actual building size
- June/July – Site investigations by the Design Firm. Interviews with Town Departments, School and Community organizations that have potential interest in finding space in the new design
- Aug/Sept/Oct – The committee worked with the Design team to develop a preliminary Plan identifying specific uses, layouts and adjacencies. Took into account ALL the inputs from the groups interested in space in the building.
- Nov – Endorsement of Preliminary Layout Design

# Preliminary Plan Development

- Three Uses categories in the committee charge
  - Town Offices
  - School Offices and Other Usage
  - Community Use
- The Design firm reached out to Town Hall departments and the School Department to assess specific spaces and programmatic needs from each
- The committee reached out to as many community members and community groups as possible to hear specific needs of each group. Community organizations involved in the process were
  - \* Boys and Girls Club
  - \* Lions Club
  - \* PACC
  - \* The Grange
  - \* Senior Center
- The process took significant time, the Committee wanted to receive as much input as possible from interested parties. Many iterations of the preliminary plan were reviewed and discussed to develop the current plan

# Schematic Plan Components

- Town Hall Use
  - Suites for all Town departments accommodating the needs of each department relating to public access, meeting requiring, office space, and storage needs
  - PACC (Public Access Community Cable)
  - Sufficient space for archive storage and vault storage
- School Use
  - School department offices accommodating the needs for private meetings, office space and storage requirements
  - Ace Program
  - Early Learning Program
  - Extended Day Care Program
- Community Uses
  - Three multi-purpose public meeting rooms plus two smaller conference rooms
  - Space for Community Food pantry
  - Maintain the Gymnasium for community uses
  - Kitchen available for community groups

# Future Work

- Continue to encourage the involvement of the Community in this process
- Design Development Plans
- Detailed Cost Estimate
- Presentation of the Design Development Plans and Cost estimate at a future Town meeting.