



**COMMONWEALTH OF MASSACHUSETTS
TOWN OF NEW MARLBOROUGH
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**Minutes
Design Review Committee**

**Thursday, October 15, 2020
11:00 a.m.
Via ZOOM**

Members Present: Mari Enoch, Chair
Leslie Armstrong
Richard Long
Scott Walker

Others: Tim Widman, edm, Project Architect
Tim Eagles, edm, Principal
Marc Volk, Foresight Engineers, Civil/Site Design
Pat Mullins, Berkshire Regional Planning Commission, Grant Administrator

The meeting was called to order at 11:02 a.m. It was noted that the meeting is being recorded.

Discuss ABR Town Hall Design Project (FY2020 CDBG) with edm Services

Tim Widman presented the next set of conceptual plans which included a symmetrical addition for an elevator with machine room and set of stairs. Edm will verify that the increased area of the addition (roughly 350 feet per floor) will not increase the size of the Town Hall to 7500 sq ft which would necessitate the installation of sprinklers.

Marc Volk, Foresight Engineers, addressed the implications of the addition relating to elevations of the walkway and parking lot. The addition will be at the level of the existing lower level and the five foot wide walkway leading up to the two handicapped parking spaces will have a grade of less than 5%. The parking spaces will have to be redone to match the grade of the walkway and there will be a sidewalk in front of them. The existing curb cut of the driveway will remain and the "hole" created by the addition will necessitate a guide rail between the addition and parking lot. This rail can be made of material more attractive than the standard highway guardrail and could be a retaining wall. There are two catch basins for storm water and Marc will further explore the specifics of the discharge. Marc stated that overall there will be minimal

site work connected with the project compared to some of the other options that were previously considered.

The committee discussed several other topics including the canopies on the landings of the outdoor stairs, the position of the stairs and elevator in the addition, the staff breakroom, position of the walkways relating to snowfall off the roof, the front stairs, the upstairs small meeting space, and the 5% contingency budget on the project.

Tim Widman presented three different concepts for the exterior of the addition. The committee was in favor of the option with a gabled roof and windows that mimic the existing building. Edm will take the feedback and clean up the design.

The next steps are for Edm to bring the updated conceptual design to the Board of Selectmen October 9. Staff will be consulted on the wall in the breakroom. The next committee meeting was set for Wednesday, October 28th at 11:00 am.

Review and Approve minutes of October 7, 2020

The minutes of October 7th were held until the next meeting.

There being no further business, a motion was made, seconded, and so voted to adjourn the meeting at 12:08 p.m.

Scott Walker –Aye
Leslie Armstrong—Aye
Richard Long—Aye
Mari Enoch –Aye

Submitted by,



Mari Enoch