



**COMMONWEALTH OF MASSACHUSETTS  
TOWN OF NEW MARLBOROUGH  
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Phone: 413-229-8116 Fax: 413-229-8253**

**Minutes  
Design Review Committee**

**Wednesday, October 28, 2020  
11:00 am  
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  
Tara White, Board of Selectmen  
Tom Stalker, Commission on Disabilities

The meeting was called to order at 11:00 a.m. It was noted that the meeting is being recorded on Zoom.

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

Mari announced that there is an automatic extension on the CDBG grant until March 31<sup>st</sup>, 2021. The intention of the Town and edm is to stay on the current time table but it gives us a little more flexibility with the project completion date.

Mari also informed the Committee that the Board of Selectmen requested public input on the proposed design. Pat Mullins confirmed that public comment was not a requirement of the grant but may be desired. Mari noted that if public comment was forthcoming it needed to be sooner rather than later so the project could continue on schedule. Tara White stated that the Board of Selectmen would discuss a public comment period or information meeting at the next BOS meeting.

Tim Widman presented the next set of conceptual plans based on the feedback from the committee. The primary change showed a redefined breakroom/utility area with a more efficient utilization of space. Comments were made about the locations of the doors to the Assessors' office and break room. There was a discussion about the fire rating of the machine room/storage

space which will be revisited when cost estimates come in. There was a discussion on the windows and efforts to increase natural light as much as possible as the addition will block the Southern light to the basement. Comments were made about areas of rescue and canopies.

Mari reported that initially the staff was in favor of a half wall between the corridor and the breakroom to define the space but give it an open feel. However, the staff wanted to think about it some more. It was decided not to wall off a portion of the former stage area upstairs to make a separate room.

Edm reported that the total square footage of the building with the addition is under the 7500 square foot threshold for the installation of a sprinkler system.

Edm will clean up the designs and prepare and send narrative scopes of work to the cost estimator. It will also meet with New Marlborough's building inspector.

Tom Stalker commented that members of the Commission of Disabilities are concerned that there is no ramp in the proposed plan. There are additional concerns about ice and snow coming off the roof in the winter. He would like to see a public informational meeting with public input.

The next Design Review Committee meeting is tentatively set for Wednesday, November 18<sup>th</sup> at 11:00. Tim W. will keep Mari apprised of the timing of the cost estimates.

Review and Approve minutes of October 7<sup>th</sup> and October 15<sup>th</sup>, 2020

A motion was moved, seconded, and so voted to approve the minutes of October 7<sup>th</sup>.

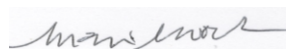
Scott Walker –Aye  
Leslie Armstrong—Aye  
Richard Long—Aye  
Mari Enoch –Aye

The minutes of October 15<sup>th</sup> were not yet ready.

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