



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

**Wednesday, October 7, 2020  
1:00 p.m.  
Via ZOOM**

**Members Present:** Mari Enoch, Chair  
Lale 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  
Jared Latour, Berkshire Regional Planning Commission  
Joe Poindexter, New Marlborough 5 Village News  
Tara White

The meeting was called to order at 1:04 p.m.

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

Tim Widman presented and led a discussion on a revised conceptual plan following up on a review of plans with the Board of Selectmen. The feedback from that meeting was not to completely discount an addition for a lift or elevator and to look at the difference in cost for addition/no addition and lift with ramp or elevator.

Keeping the scope of the interior renovation of the building the same, estimated constructions costs were shown comparing;

- an interior lift and outside covered ramp, use existing interior stair (variance needed)
- an elevator in the existing building, no ramp, use existing interior stair (variance needed)
- an addition with a lift and outside covered ramp, new interior stair
- an addition with an elevator and no ramp, new interior stair

The cost estimates show that a 60 foot covered ramp with associated site work and a lift will cost about \$115,000 more than the cost of an elevator.

The estimated cost of building an addition for the elevator/lift and new stairway is about \$360,000. It is possible to put the elevator inside the existing building and not build an addition but significant space is needed for the elevator and machine room and the interior stair would require a variance.

It was noted that the upper level requires two means of egress and if there is no ramp, the exterior steps require areas of rescue.

Given the higher cost for a lift and a ramp, the committee felt the elevator was the better option.

Given the already constrained space considerations of the current office space, the committee felt it was best to locate the elevator in an addition rather than fit it inside the current building.

There was general discussion about the future needs of the Town and the public use of a Town Hall as more and more business is conducted virtually. Consideration was also given to try and fit all the offices on one floor and not hold Town Meetings in the building which would eliminate the cost of accessing the upper floor. The Committee determined that both floors were needed in order to accommodate all the offices and conference/meeting space, regardless of the location of Town Meetings.

The Committee felt the scope of its work was to recommend a design for the current building for ADA compliance and agreed to recommend access to the upper floor by an addition with an elevator and stair.

Edm will prepare the next conceptual design to bring back to the Committee who will then make a recommendation to the Board of Selectmen. The next committee meeting was set for Thursday, October 15<sup>th</sup> at 11:00 am.

#### Review and Approve minutes of September 25, 2020

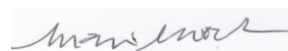
A motion was made, seconded and so voted to approve the minutes of September 25, 2020 as presented.

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

There being no further business, a motion was made, seconded, and so voted to adjourn the meeting at 2:10 p.m.

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

Submitted by,



Mari Enoch