

**Town of Sheffield**  
**Designer Review Committee**  
**Select Board**  
**Wednesday 11/2/2020 at 6pm**  
**Virtual Meeting**

**Designer Review Committee members present:**

Rick Brown  
Laura Grunfeld  
Pat Levine  
Claudia Martin  
Rene Wood

**Others present:**

Pat Mullins, BRPC Grant Administrator  
Tim Eagles, Principal, edm  
Tim Widman, Project Architect, edm  
Marc Volk, Foresight Land Services; Consultant to edm  
Martin Mitsoff, Select Board  
Bob Kilmer, Select Board  
Rhonda LaBombard, Town Administrator

R. Wood opened the meeting at 6:02pm and provided brief introductions of the Committee members, edm project staff and others, and stated the two purposes of the meeting: 1) to present the Committee's and edm's work to date on the design work to remove the architectural barriers identified at the Library, and Police Station and create a universally-accessible restroom at Town Park. edm was chosen as the project designer and design funds are provided by a FY20 CDBG award and 2) secure Select Board approval for the presented designs. This is important so edm can move the project forward to detailed price estimation and stay on the schedule set to allow the Town to submit a CDBG application for construction expenses in Jan/Feb. 2021.

She turned the meeting over to T. Widman of edm who gave the presentation, which provided a in-depth review of the three projects including their accessibility deficits, solutions chosen by the committee to address such deficits, drawings to show the scope and details in the proposed solutions and initial cost estimates, based on construction occurring 18-24 months out. Where design issues are still open – such as at the library and the back entrance ramp at the police station – these were discussed and so noted. (This information is provided in depth in the committee's two previous meeting minutes.)

**The following questions were asked:**

- Select Board member B. Kilmer inquired whether the trench drains around the library outside where it abuts the concrete patio were heated. Not in the current plan, but edm will price this out.
- Select Board member M. Mitsoff asked the cost of automatic door openers for the two main program room doors. edm said about \$10,000 per door so the initial price estimate would now be about \$155,000.

- Several questions were asked and answered about the increased elevation at the police station; new step arrangements; height of front retaining wall, drop offs and relationship to walk coming from Berkshire School Road; how proposed changes in elevations would impact the stations relationship to the walkway, north side sidewalk and areas at the back of the station; and finish options for the front retaining wall and appearance in general.
- Viability of compacted crushed stone pathways in the Town park was queried regarding their usability with either a wheelchair or a walker; C. Martin spoke of her investigations into this issue and her satisfaction that the compacted crush stone pathways would work and be usable to those using such equipment.

A motion was made by M. Mitsoff but later restated to be as follows:

**On a motion by M. Mitsoff, seconded by B. Kilmer, and unanimously approved 3-0 on a roll call vote, the Select Board approved the designs presented for the library, police station and Town park restrooms, with the addition of 4 automatic door openers for the 4 doors opening onto the library lower patio and heated trench drains for the library lower patio and the caveat that all open issues identified during the presentation be brought back to them for approval.**

R. Wood thanked everyone for their participation and

**On a motion by M. Mitsoff, seconded by B. Kilmer, and unanimously approved 3-0 on a roll call vote, the Select Board and Design Review Committee's meeting was adjourned at 6:52pm.**

Respectfully submitted,

Rene Wood



Meeting Materials:

11/2/20 Meeting Notice/Agenda

edm presentation materials: 11.1.20 design packet for the Town of Sheffield