

LUNENBURG MUNICIPAL BUILDING DESIGN COMMITTEE



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Meeting Minutes August 31, 2026 5:30pm

Members Present: David Blatt, Tom Gray, Matthew Brenner, Anthony Sculimbrene, Greg Roy

Members Absent: Brian Lehtinen, Laura Brzozoski, Kristina Masaitis

Town Employees: Steven Wallace

Community Guests: NA

The meeting was called to order at **5:36 PM** by David Blatt.

Minutes:

Motion to approve the minutes of the August 17, 2026 meeting made by Anthony Sculimbrene, seconded by Tom Gray and approved unanimously.

Public Comments:

There were no public comments.

Senior Housing Discussion – Steven Wallace

Steven Wallace presented information regarding senior housing opportunities and his experience with senior housing projects in Westminster and Sterling.

Mr. Wallace discussed the benefits of developing affordable senior housing on town-controlled property when possible. The Committee reviewed several town-owned tax-title properties and determined that the properties reviewed were generally unsuitable due to issues including wetlands, access, location, or insufficient size.

The Committee discussed the Town's current affordable housing percentage of approximately 8.21% and the estimated number of additional units needed to reach the 10% threshold.

Mr. Wallace described typical affordable senior housing projects as primarily one-bedroom apartments with some two-bedroom units. He explained that projects can take several years to complete, including land acquisition, developer selection, design, permitting, and securing state funding.

The TC Passios property was discussed as a potential location for senior housing. Mr. Wallace indicated that the property could potentially accommodate senior housing, a community center, or other community space. The existing building's condition, including asbestos, lead pipes, and other building issues, was also discussed.

The Committee discussed the potential benefits of locating senior housing near the Senior Center and other community amenities.

The Committee agreed that a feasibility study should examine three potential concepts:

1. Senior housing only;
2. Senior housing with a community center; and
3. Senior housing with a community center and town green.

Mr. Wallace agreed to contact firms regarding the potential feasibility study and provide the Committee with estimated costs. A preliminary estimate of approximately \$50,000–\$75,000 was discussed. The Committee also discussed potential MassWorks funding opportunities.

Town Hall / Ritter Building Discussion

The Committee continued its discussion regarding the square footage and potential use of the existing Town Hall/Ritter Building.

The Committee reviewed existing square footage information, including figures from a previous study and the property card. Approximately 5,600 square feet was used as a working figure for discussion.

The Committee discussed the limitations of the existing building, including accessibility, circulation, split-level floors, elevator requirements, meeting space, storage, and employee workspace.

The Committee discussed the possibility of constructing an addition while maintaining use of the existing building and the potential for future expansion.

Previous cost estimates of approximately \$360–\$375 per square foot for renovation and approximately \$472 per square foot for new construction were discussed.

The Committee discussed developing a detailed spreadsheet identifying employee workspace, storage, meeting rooms, circulation, and other space requirements. A working target of approximately 6,300–7,000 square feet was discussed.

Motion: The Committee concluded that the building in its present configuration is insufficient to accommodate all Town functions and would require additions and/or significant modifications. Motion seconded and approved unanimously.

The Committee will continue developing a detailed space needs document and square footage recommendation for future architectural review.

TC Passios Building Discussion

The Committee discussed the current condition and operational needs of the TC Passios Building.

The primary boiler was reported to have failed inspection, while the secondary boiler has an obsolete control system. Roof and structural issues were also discussed.

The Committee discussed the Teen Center and Food Pantry, which currently operate from the building, and the potential challenges of maintaining operations during the winter if necessary repairs are not completed.

Various repair costs were discussed, including examples of boiler work, roof repairs, and a potential minor boiler/valve repair.

The Committee discussed whether organizations operating from the building should contribute toward limited repairs if they wish to continue operating there during the winter.

The Committee noted that the Select Board has ultimate authority regarding the building. The Committee discussed supporting limited repairs if the organizations propose funding them and receive appropriate Select Board concurrence.

The Committee encouraged the Teen Center and Food Pantry to investigate alternate locations and consider options for funding limited repairs.
No definitive commitment was made regarding comprehensive repairs to the TC Passios Building.

The next meeting was scheduled for **September 21, 2026**, at 5:30 PM.

Motion to Adjourn:

Motion to adjourn, seconded and approved unanimously.

The meeting adjourned at approximately 7:05 PM.