

20071113 WT TOWN HALL RENOVATION COMMITTEE MINUTES

PRESENT: Kent Healy, Jim Osmundsen, Chuck Hodgkinson Virginia Jones

ALSO PRESENT FOR ALL OR PART OF THE MEETING: Kathy Logue, Staff Liaison, Glenn Hearn, Joe Eldredge

Absent: Bea Phear, Kate Warner

Meeting called to order at 1630 and adjourned at 1745

MINUTES: Minutes of 11/06/2007 were postponed until the next meeting.

CONTRACTS: Kent received, from Jen Rand the Exec. Sec., an e-mail from Antonia Kenny dated November 9. In it Ms. Kenny reported that the contract from Christopher Dunn had been reviewed and most items of concern to K & K had been addressed. There are four items remaining. We made copies for each member of the committee and noted that 1 and 3 pose the problems while 2 and 4 have been resolved. Kent spoke with Ms. Kenny and did not get a clear picture of their concerns. It was MSV that Kent and Jim will speak with Jen tomorrow morning early to get further information, as Jen has a copy of the contract and our only copy is with Bea Phear.

Number 1 has to do with timing and the additional month that we made in our schedule may or may not have resolved some of the three points in this issue. Kent and Jim will discuss this with Jen tomorrow to determine what is in the draft contract and what needs to be done.

Number 3 is troubling but we should know shortly whether the cost estimates will affect the design in a way which will bring this into play.

Another problem that came up in conversation between Kent and Ms Kenny is that she feels super insulating of the walls is not possible because it would cost too much as walls need new studs at 16" centers. The committee expressed great concern that the architects and their engineers are not grasping some facts that we believe to be true – the building shell is structurally in good condition and we should be able to work within the basic external structure. Thus, do we really need new studs at 16" centers?

It was MSV: “to recommend that the BOS not sign the contract on the 14th until we are satisfied that questions raised in # 1 and #3 are resolved to the Committee’s satisfaction. We have no problems with #2 and #4 which we believe are resolved satisfactorily.”

BILLS:

Kathy reported that there is an outstanding legal bill now from Ropes and Gray relating to the contract work. This will be absorbed into the Town Hall and BOS legal budget.

The committee noted that the contract being used has already been used for a previous architectural firm but needed to be fine tuned to suit K & K.

AGENDA for the meeting on the 20th: Chuck drafted, and the Board approved an 8 point agenda for next week's meeting with K & K. It was MSV for Chuck to present K & K with these points in advance of the meeting.

SITE PLAN: Kent and Kathy have been working on a site plan. Kent has staked a location in front (on the south side) of the building for parking with a total of 25 spaces including 2 for handicapped patrons. The southerly driveway will be for automobile traffic and the northerly driveway and loop for use by the VTA. Water runoff from the impermeable surfaces (under the parking lot and the driveway/loop) need to be led to the NW corner of the lot for drainage into some sort of facility which will protect the water supply.

The Planning Board assistant was asked to provide guidelines for what permits and approvals will be needed. Simone drafted an extremely comprehensive two page guide of what needs to be done, when and by whom, with annotations from the various Town bylaws.

Park and Rec has been asked to consider how to plan a new playground and urged to considering ways of upgrading and funding the new play area.

The VTA has been contacted by Kathy (but not responded) about the necessity to reroute the buses during construction.

Chris Scott of the Preservation Trust will be contacted by Kathy to ask for permission for staff parking at the Grange Hall during construction.

The well is in the SE corner of the lot and is a public water source. If it is moved it presents all sorts of new permitting and regulatory problems. The plan is to leave it in the present location, locate a temporary pressure tank and switch near it and then route lines to Town Hall for the interim phase and to the temporary facilities for the staff.

Trailers: Kathy has been making inquiries. Chuck reminded us that we need to plan for power, computers, water, septic, a temporary vault, long term and short term storage. Kathy reported that the current plan is to house 8 folks in the old Library (4 up, 4 down), and 4 in each of two trailers.

HISTORIC COMMISSION:

Chuck presented extensive guidelines from the Historic Commission who plan to meet with us on the 27th. They reminded us that trees over 30' high need their permission before removal. The committee observed that some of the trees (elm) are dead or about to be dead. The Tree warden is exploring options for moving and replanting some of the other trees such as the large hollies.

PUBLIC FORUM OUTLINE:

Chuck presented the outline and we discussed when to have a public forum. The week of December 10th seems most likely.

The committee expressed general concerns about progress on the plans and engineering. Kathy remarked that we don't know anything about the planned mechanicals and we are concerned about the possibility of installing new studs of 16" centers. we need to know what they are thinking about the building both structurally and for mechanical stuff, and how they plan to build in the necessary flexibility in the interior.

The committee again observed that we need to have someone else take the notes so that committee members can focus more closely and participate at meetings. Kathy remarked that there is no money in the budget for this. Indeed, one of the unresolved issues is the cost of copying and the committee directed that the architects should e-mail over any documents to be copied and we'll provide the copies.

Respectfully submitted

Virginia Jones

Approved November 20, 2007