

Town Hall Committee Meeting /November 11, 2016

Minutes (Draft for Review)

PRESENT: John Viskup; Howard Hall; Katie Werthmann; Deb Hartenstein; David Raphael; Norman LeBoeuf, consultant

The minutes from the 10-27-16 and 11-3 -16 meetings were adopted.

The committee first discussed the recommendations from the energy evaluation conducted by....

Then a discussion regarding the fate of the carriage barn behind the building centered on the fact that it was in very poor condition, was not really usable as storage facility (or for other purposes) and would most likely be too costly to repair/renovate. The committee agreed that we should explore whether Shelburne Museum or a timber frame/salvage wood company would be interested in deconstructing and removing the structure. David R. said he would pose this question to Paul Bruhn at the Preservation Trust.

The committee then began a review of the items which need to be addressed and which would comprise an overall master plan that could be presented to town voters for review and approval as to a course of action and investment. We discussed what the warning would look like, and the fact that it could ask the voters approval for undertaking the agreed upon renovation and restoration elements using the income from the GMP solar farm's tax revenue to the town. This could allow the town to borrow against that income or bond for the entire amount to renovate the building. (Note that the exception to this would be the fundraising for the cupola- that effort would be conducted as part of the overall plan but the intent is to finance that with 25K Cerf Grant and fundraising.)

The status and constraints of the septic system was reviewed and it was noted that the system cannot accommodate any additional sinks or toilets than are currently in place. So we need to explore what options are available if an additional sink or kitchen area was to be developed.

All agreed that the options for a small kitchen or food prep area will be part of the master planning effort.

Other items that need to be considered for the renovations and upgrades were discussed in some detail and a summary includes:

- 1) Downstairs bathroom improvements and accessibility to that bathroom. Includes repair of a cracked pipe leading to the septic tank and the relocation of electrical utility boxes.

- 2) Electrical upgrades and changes (such as panel locations) necessary as part of downstairs/upstairs renovation work.
- 3) Access improvements – including the configuration of the outdoor accessible ramp, the front steps to the second level meeting space, and the redevelopment of the upstairs bathroom into a unisex and accessible restroom facility. A site plan will be developed to provide for the ramp location and new accessible parking spaces proximate to the ramp.
- 4) The kitchen facility upstairs in the stage area, which has not been used for decades and affords the space for a potential kitchen area (but with the qualification that some presentation or podium area would be retained for the front of the meeting space) Whether to construct a full kitchen or a food prep / warming area is one consideration that will be looked at with regard to both cost and feasibility (as there are code and wastewater implications associated with developing a full kitchen).
- 5) Heating system replacement and improvements (as being considered in concert with the energy review and as part of entire energy upgrade for the building).
- 6) Insulation and other forms of energy conservation/weatherization measures as recommended by the energy review and our building consultant.
- 7) Window replacement upstairs (and downstairs if deemed necessary).
- 8) Interior paint finishes and lead paint removal.

The meeting ended with a list of next steps and “to do” items which included:

1. DR to follow up with Preservation Trust regarding management of fundraising donations and the options for the Carriage Barn. He will also send along Cerf materials and cost estimate to the JV/HH.
2. DR to follow up with town lawyer regarding setting up a community trust.
3. Selectboard needs to instruct Treasurer to cash Cerf Grant check – and set aside somehow.
4. Norman LeBoeuf will revise his proposal for review and acceptance at the 10-15 Selectboard Meeting – Katie Werthmann will attend and represent the THC at that meeting.
5. Future meetings to be posted on town website (along with meeting minutes) and announcement for more members or participants will also be made on FPF.
6. **Next meeting scheduled for 5:30 PM Thursday, December 1, at the Town Hall.**

Adjourned at 6:55PM

Respectfully submitted;

David Raphael - Chair