

Minutes of the Municipal Building Committee

Whately Town Hall, June 4, 2015 11:30am

Present were Virginia Allis, Adelia Bardwell, Anita Husted, Judy Markland, Fred Orloski, and Darcy Tozier. Also present were George Dole of Jones Whitsett, Mark Pruhenski, Dan Denehy, and John Wroblewski.

George Dole presented revised plans for a community center at Town Hall, with a kitchen on the south side of the first floor at the rear of the building. He explained that the Historical Society room would be 650 square feet in area, plus the closet opening off the room. The Society would also be able to use the meeting room for their meetings and as a work area.

He also presented cost estimates for two phases of the rehabilitation. Phase 1 would include the foundation work and all the rehabilitation work on the first floor, including structural work necessary for future use of the auditorium. Septic work was assigned to Phase 2, on the assumption that the existing system would be adequate for the relatively small numbers of people who would be using the building after Phase 1 was completed. Phase 1 would cost \$684,860; Phase 2, including accessibility for the auditorium and its rehabilitation as well as the septic work, would cost \$762,300. George noted that the town might well decide to move some parts of Phase 2 into Phase 1. The committee agreed to show the revised plan at the forum on Saturday.

HAI Architects submitted the revised plans and cost estimates which had been requested. The group discussed HAI's Plan Options A&B, with a smaller area for SCEMS and larger storage for town documents. It was noted that the plan showed only 104 seats in the large meeting hall, far fewer than the capacity for the area and agreed to ask HAI to redraw with more seats for the forum and the mailing. Costs for the town office part of the plan were given at \$438,960 for closed offices and \$308,292 for open offices. Contingencies, furniture and equipment, and A/E services add \$137,000 and \$122,000 and are now included in the total costs for the two proposals.

The revised SCEMS plan has only one shower and smaller restrooms and is estimated to cost \$278,660.

Judy had presented a draft of a one-page document for a mailer which was adopted with minor changes. The group decided to present the closed office option cost estimate for town hall and to use a \$250,000 - \$300,000 figure for SCEMS in the mailing.

Judy agreed to email the revised wording to Mark at Town Hall as soon as possible so copies could be made this afternoon. Virginia volunteered to make the copies, since Maryellen was not in the office. Address stickers and envelopes are ready and everyone who can will assemble at Town Hall tomorrow am to fold, stuff and stamp. By taking the envelopes to the post office in the towns where they are to be delivered on Friday, they will hopefully reach voters by Saturday.

Mark will call HAI architects to arrange for large versions of the plans to be delivered. Anita volunteered to pick up plans from Jones Whitsett's offices in Greenfield. The group discussed the ZBA meeting to be held that evening to decide on the Town's special permit applications for

zoning use changes for the WRMLS building and town hall. Fred indicated that he would be hearing the application but could speak for the committee if necessary. Mark said that he would be there and present the applications. Judy said that she would attend as well.

If Paul can make it then, the next meeting will be on June 29 at 5pm at Town Hall.

Respectfully submitted,

Judy Markland

documents discussed at the meeting and on file:

HAI Architects, plan Options A&B, undated

HAI Architects, Cost Estimates 6/3/2015: Minimal-Open Offices, Minimal Closed Offices, SCEMS

Jones Whitsett plan for Town Hall as Community Center, A-3, 6/4/2015.

Jones Whitsett Town Hall Renovations, phased cost estimates, plan A-3, 6/4/2015

undated draft memo by Judy Markland titled "Town Office Project Update and Information".