

## **Minutes of the Municipal Building Committee**

Town Hall, August 24, 2015 7:00 pm

Present were Chair Paul Newlin, Virginia Allis, Adelia Bardwell, Jonathan Edwards, Anita Husted, Dan Kennedy, Judy Markland, Fred Orloski, Ed Sklepowicz, Darcy Tozier and John Wroblewski. Also present were Mark Pruhenski, Dan Denehy; SCEMS representatives Robert Ahearn, Mark Gilmore, Matt Russo, Zack Smith, and Gary Stone; and Deerfield resident Bruce Hunnen.

The minutes of the July 28 meeting were approved.

Wall height. There was more discussion of the appropriate wall height for the new offices. John Wroblewski reported that Mark and Maryellen don't care about the height, but want a proposal that will pass town meeting. He also presented an updated plan (attached) showing that it would be possible to create a full height wall on the east side of the office labeled Assessors/Town Clerk without requiring any changes to the HVAC equipment. This would leave 1300 sq ft with five offices to be created and HVAC work to be done.

Judy proposed that a decision on the wall height be delayed until the preparation of the bid-ready documents, noting that we don't have good comparative cost information at this point on which to make a decision. We don't know the number of offices, how much HVAC equipment actually needs to be moved, or what type of walls we'd want under each scenario. Several people felt that it was most important to move ahead quickly and that the decision should be made as soon as possible.

SCEMS. Zack reported a concern that the space proposed for SCEMS requires that public entry access go into areas that should be secured. He asked if it would be possible for SCEMS visitors to share the front door. Whately public access, either with signs pointing to the SCEMS offices or an intercom for an escort back to the area. No concerns were expressed with this concept.

Zack also noted that SCEMS might grow over time and wondered if the area marked vault/storage might be available for any future expansion. Judy noted that both areas were very important to the town. John commented that the vault was positioned against the firewall to minimize construction costs and that all the meeting room area was needed by the town.

Matt Russo said that the SCEMS board is more than ready to begin talking about lease terms and financial issues because of the long lead times involved in getting three towns and their finance committees on board. Paul said that the Whately Select Board would get a proposal to the SCEMS board as soon as the building purchase was finalized. Mark noted that the P&S document was just about finalized and the closing set for September 30, with September 15<sup>th</sup> the deadline for the inspection.

Bob Ahearn noted that the tech school had been contacted for possible work on the SCEMS area but had not yet gotten back to him. He will follow up. That led to a discussion about the possibility of using volunteers for parts of the job. Mark Gilmore noted that Deerfield had successfully used volunteers to build an athletic field by getting a contractor to manage the project and assume any liability.

There were questions about the extent to which Deerfield is committed to SCEMS, based on a televised meeting of the South Deerfield Fire District. Mark Gilmore stressed that the district understands the need for SCEMS to have new, and larger space available and will make room for SCEMS in the interim, and noted some issues relating to varying rents paid by the three towns. He stressed that the sentiment in Deerfield is strongly in favor of SCEMS in Whately and thanked the town for its cooperation.

Town Hall window repair. The discussion turned to the question of how and when to repair the portion of the west window at Town Hall that fell out during this summer's microburst. Mark noted that there will be a warrant item authorizing \$7500 for the repair or replacement of the window at the special town meeting in September. Judy stated that the Historical Commission had met and voted that, as long as the building was weatherproof, the window not be repaired or replaced until it could be done as part of a broader restoration, hopefully with CPA funds. Paul noted that a more aesthetic and tighter temporary repair could be done and John suggested placing a Plexiglas panel over the window. The Select Board will address the issue.

Moving town offices. Fred asked the Committee's approval to look into the costs of moving into the regional library building once the town's purchase had been finalized. Judy noted that it would be cheaper for the town to mothball the building until the construction started and only need to relocate people once. Paul commented that HAI had recommended against working in the building while renovations are underway. Mark commented that the insurance company had indicated that the premium for the building if utilized would be \$4800/year but \$38,000 if unoccupied.

The time of the next meeting was set for Monday, September 14 at 4pm.

Respectfully submitted,

Judy Markland

Attachment

