

Minutes of the Municipal Building Committee

September 14, 2015 at 5pm, Town Hall

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, Paul Antaya, Dan Denehy and Paul Fleuriel; and Deerfield resident Bruce Hunnen.

The minutes of the August 24 meeting were approved.

The wall height for the new offices at the Library building was discussed. John has received an estimate for 8' partitions and a 10' wall of 2 ½" polystyrene and plastic laminate with doors that will lock for \$43,000. After some further discussion, Fred moved that 8' partitions be used for the offices on the west side of the building and 10' walls for the south side of the office now labeled for the use of the town clerk and treasurer/collector and for the wall separating the large meeting space. The motion was approved.

Paul Newlin questioned whether the current HVAC system is adequate for the large meeting room, which will seat 250. This needs to be checked.

Jonathan indicated that the Whately Select Board would call a three-town meeting of Select Boards and Finance Committees to discuss how best to proceed with the SCEMS process. One key concern is that the other towns not perceive that the process is being driven by Whately, but by the SCEMS board. Fred noted that we have email and verbal confirmation from SCEMS that they intend to occupy space at the WRMLS building as stated in their April 1, 2015 letter and due to recent discussions it may be appropriate for a written reaffirmation considering the proposed SCEMS space layout, requested written confirmation.

Whately needs to determine the rent that it will propose to SCEMS, with questions raised about whether it should include more than operating costs. Judy noted that operating costs aren't just utilities, but also insurance, plowing and mowing, water, etc. She noted that a normal commercial tenant would pay rent that would cover the costs of financing on the building as well as depreciation for future capital costs. The Select Board will decide on what will be included in the rent and Judy will write up a list of typical costs that a commercial tenant would pay for their reference.

John noted that in a net lease, the tenant is responsible for all renovation expenses for its area. It was noted that this is consistent with the way that the SCEMS board has been discussing the renovations. For exterior renovations, it was agreed that Whately would pay for the changes to the two egress doors and SCEMS would pay for the windows to be added.

John questioned whether SCEMS should plan to have its public access through the Whately entryway. Jonathan noted that a separate entrance for SCEMS was part of the space proposed to them.

Mark said that the closing for the purchase is set for October 5. MLS has agreed to grant a \$10,000 credit at closing to cover the cost of the software upgrade and will exercise the option to leaseback some of the office area for up to 90 days. The financing for the purchase was approved.

Paul noted that it appears to be time for the Building Committee to phase out of involvement with the WRMLS building since most of the remaining issues fall to the Select Board and that it is time now for the group to switch its attention to Town Hall. There was general agreement.

The next meeting was set for Tuesday, October 13 at 5pm at Town Offices.

Respectfully submitted,

Judy Markland