

Minutes of the Municipal Building Committee

February 12, 5pm at the Historical Society Museum, Center School

Present were members Paul Newlin (chair), Virginia Allis, Adelia Bardwell, Anita Husted, Judy Markland, and Fred Orloski. Also attending was Dan Denehy.

The minutes of the January 12 meeting were unanimously approved.

Paul Newlin raised the subject of the RFP to develop conceptual designs and cost estimates for the two options for town offices recommended by MOPC. The committee discussed how detailed the RFP should be and who should write it. It was agreed that the RFP should not be too specific and that version used for the previous conceptual designs would be a good starting point. Paul will ask Mark to write up the RFP for the group.

The next topic was answering the questions which were raised during the facilitation process. Fred noted that many of them have already been answered and queried how the answers would be disseminated. Proposals included writing them up in the Scoop and posting answers on line. Because there are quite a few to be answered, it might be best to send out a mailing.

Judy distributed a list of questions raised during the facilitation process which haven't yet been answered for the group to work on. Assignments were made as follows:

| Regional Library Building | |
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| Special permit input/approval from ZBA | Fred |
| Informal input from Planning Board on potential site plan requirements | Judy |
| Collect town employee input on Wroblewski drawings | Virginia, Anita |
| Collect SCEMS input on Wroblewski drawings | Jonathan |
| Determine how much Deerfield and Sunderland are willing to spend for SCEMS | Jonathan |
| Determination of process needed for SCEMS approval, extent of Deerfield and Sunderland's reimbursement, and how to ensure that it's paid | Jonathan |
| Can the three towns buy it for the senior center and SCEMS if town offices are in town hall? | Jonathan |
| Can Whately rent there for town offices until the water issue in town center is resolved? | Paul |
| Town Hall | |
| Special permit input/approval from ZBA for use as community center | Fred |
| Town-wide survey of potential demand for community center | Judy & Susan Baron |
| Better understanding of ADA/code trigger points and exemptions | Dan |
| Update review of grant opportunities for both potential uses | Judy |
| Explore ways to determine value to a town of retaining its history | Judy |

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| Potential revenue options from renting auditorium? | Comm center survey |
| Clarify sprinkler requirements | Dan |
| Are there off-site options for storage of lesser-used documents? | Virginia |
| Clarify legality of using volunteers in rehab work | Mark |
| | |
| Potential revenue from town property sales (DiMaio & Center School) | |
| Find realtor(s) for appraisal | Virginia |
| Contractor review of Center School | ? |
| Septic evaluations | ? |

Anita reported that the water department and district have been meeting on water options for town center and are seeking a consultant that they might use to analyze design and costs. Paul noted that code does not require sprinklers for town hall in the center of town if the water system will not support them, but instead construction requirements are changed to make the building more fire resistant. Dan commented that the water work need not be designed to make hydrants fully functional because the fire pumper can be used in town center to produce adequate pressure and volume, as it was for the Whately Inn fire.

The group discussed the salability of Town Hall. Fred noted that the Assessors' consultant said that neither the Center School nor Town Hall has any real market value. Judy commented that as long as the post office or a replacement mail pickup facility occupy the site, there is inadequate frontage for a building lot. The septic system is unlikely to satisfy Title 5. The building and lot appear to be unsalable.

The committee also discussed ways to mitigate the potential tax rate increase from the town office options on low income residents. Judy wondered if the work-in-lieu-of-taxes program might be expanded or exemptions increased. Fred noted that exemptions had been increased recently but only a handful of residents applied. This might be because of lack of knowledge about them, the requirement to be 65 or older, or the fact that the \$40,000 asset cap is quite low.

The next meeting will be on Monday, February 23 at 5pm at the Historical Society.

Respectfully submitted,

Judy Markland

Document reviewed during the meeting and on file: "Questions to explore while the RFP is in progress", by Judy Markland, undated.