

Minutes of the Municipal Building Committee & Historical Commission Joint Meeting

August 31, 2016 at 7:00pm, Town Offices

Present were Building Committee members: Virginia Allis, Adelia Bardwell, Anita Husted, Dan Kennedy, Judy Markland, Fred Orloski, Ed Sklepowicz, and John Wroblewski; Historical Commission members Alan McArdle, Susan Baron, Judy Markland and Donna Wiley; and George Dole and Kristian Whitsett of Jones-Whitsett.

The meeting opened with introductions by those attending.

There was a discussion of the Historical Commission's research into funding sources for the Town Hall improvements. Donna Wiley distributed a revised outline describing these sources, basic eligibility criteria, estimates of grant amounts, and application schedules. The funding sources include historic preservation CPA funding, cultural facilities funding from the Mass. Cultural Council, historic preservation funding from the Mass. Mass. Preservation Projects Fund, Green Communities grant funding and DOT Complete Streets funding. Judy distributed a brief summary of the grant sources listing the target amount we hope to get, the types of match required (if any), and the town hall projects which the Historical Commission feels most likely to be funded.

John noted that the CDBG wasn't listed among the grant sources. Commission members explained that they felt it best to postpone that application since time and resources are limited and it is considered the least likely to be awarded and the most difficult application to submit. Fred complimented the Historical Commission on its work.

Susan distributed the revised Statement of Project Objectives, Goals and Needs that she and Anita had prepared, reflecting the changes agreed upon at the August 15 meeting. Susan and Anita were thanked for their excellent work summarizing the objectives.

Fred outlined the contract which had been negotiated with Jones-Whitsett. Payment is not to exceed \$94,000, with the cost of the design concept phase placed at \$34,000 and up to \$60,000 for construction documents, depending on the extent and cost of the final design.

John commented that his hope is that the design phase will allow for cost estimates to be factored into the discussion of the design elements and components chosen.

It was noted that Ryan Hellwig's 2016 report indicated that a 4' frost wall was not needed given the smaller addition now contemplated and that the proposed work area was less than 50%. Judy reported a clarifying email from Mr. Hellwig explaining that his report was focused on the structural aspects of the building code requirements only, not the entire project.

Kristian requested copies information to bring them up to date on project developments including estimates of the cost of removing the vault, the Historical Society's comments on its preferences about the vault, estimates for the cost of hazardous material removal, John's alternative layout for the first floor, and details on repair work done on the roof. It was agreed that these would be sent to him and George, and that the J.W. designs for the community center would be a good starting point for discussion at the next meeting.

Meeting times were set for Wednesday, September 14 at 4pm and Wednesday, September 28 at 4pm, both at Town Offices.

Respectfully submitted,
Judy Markland

documents discussed and on file:

“Whately Town Hall Restoration and Rehabilitation to create a Community Center,
Summary of Possible Funding Sources”, August 2016

“Town Hall grant application project possibilities” (undated)

“Statement of Project Objective, Goals and Needs”

“Scope of Work at Whately Town Hall”, email from Ryan Hellwig to Judy Markland,
7/17/2016