

**Minutes of the Municipal Building Committee and
Historical Commission Joint Meeting**

January 11, 2016 at 5:30pm, Town Offices

Present were Building Committee members: Virginia Allis, Adelia Bardwell, Dan Kennedy, Judy Markland, and Fred Orloski; and Historical Commission members: Susan Baron, Judy Markland and Donna Wiley. Also present were George Dole of Jones-Whitsett and Dan Denehy.

The minutes of November 30, 2015 were approved with minor changes.

Discussion centered on the revised estimate \$94,000 for bid-ready documents for the rehabilitation of town hall, which Alan McArdle had circulated. The \$94,000 figure is based on Jones-Whitsett's estimate of the cost of preparing the documents based on the earlier work the firm had done on the concept. Town counsel has reviewed the earlier contract and determined that it can be amended to incorporate this work and that the project need not go out to bid.

Fred questioned the size of the estimate relative to the \$173,000 cost of the documents for the \$3.9 million rehabilitation of the building for town offices. Judy noted that the estimated cost of the project was about \$3 million at the time the estimate for the documents was made and that these costs aren't that far out of line. She also noted that Berlin, MA is rehabilitating its town hall and has requested \$50,000 in town funds just for a lift addition, making this estimate look very reasonable.

Donna asked George Dole to comment on the background for the estimate. He noted that many changes have been made since the town office plans were drawn up: revised foundation and insulation treatments, lift addition instead of a full addition, and significant changes to the first floor layout and equipment. He also pointed out that there will be a new building code in 2016 and that these plans must be compliant with that.

Judy commented that the Friends of Town Hall would be meeting to determine whether to contribute funds to this project but that no decision had yet been made. Donna moved that the meeting vote to request up to \$94,000 in CPA funding for bid-ready documents. The motion was approved without opposition.

Fred commented that prior to town meeting it will be important to ask the CPC for the amount of funding that it is prepared to devote to the project, so that townspeople will have a better idea of the amount of remaining expense that they might be expected to pay before they vote on the spending for the plan.

The group agreed that it will be important to communicate the project to the town prior to town meeting. Fred suggested a public forum prior to the CPC public hearing. Other suggestions included a Scoop article, a town-wide mailing, and outreach to specific town groups. It was agreed to continue this topic after the CPC meeting.

Judy noted that town counsel and the building inspector have both indicated to the town administrator that the town does not need to apply for a zoning change for the use of town hall as a community center.

The next meeting was set for Monday, February 1 at 6pm at Town Offices.

Respectfully submitted,
Judy Markland