

Minutes of the Municipal Building Committee & Historical Commission Joint Meeting
December 19, 2016 at 5:00pm, 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 Susan Baron, Alan McArdle, Judy Markland and Donna Wiley; Kristian Whitsett and George Dole of Jones-Whitsett; and Tony Wonsecki of SVE Associates.

The minutes of the December 5 meeting were approved with corrections.

Fred and Donna reported on the visit to Town Hall by Representative Kulik and his district coordinator on Monday, December 12. They were joined by Alan, Adelia, Paul Newlin and Brian Domina. Kulik's reaction was positive and he indicated support for the project. He will contact Rep. Kocot to check on the funding options Hatfield pursued for its town hall renovations.

Tony was asked to comment on the necessary site plan changes given the location of the Smikes House and Post Office septic tanks. He stated that he would not recommend continuing to use the existing Town Hall system, which is only 200 gallons when a 600 gallon system is called for given the auditorium dimensions. John commented that the auditorium would not have continuous use and that system had sufficed when the auditorium was previously in use.

Tony also recommended that no parking places be put behind the Post Office and noted that ADA parking is extremely difficult in front of the building given the slope. To minimize the work needed in front it would be possible to put one handicap space at the southern edge of the parking lot, but this would not allow diagonal parking. Fred asked about moving the parking closer to the front of the buildings, but there is still too much slope and adequate space needs to be allowed for the ramp at the front of Town Hall.

Donna noted that the Conway study showed it would be possible to expand the library parking area and add parking spaces along the library driveway and that neither would be overly expensive.

The group indicated a preference for diagonal parking in front of the buildings and two handicapped spaces at the rear. Tony will draw up plans for straight in parking with manhole covers for the Smikes septic and angled parking and ramping in front as shown in the earlier plan.

Kristian presented several sheets of possible light fixtures to choose from. The existing fixtures in the auditorium will be re-used and the schoolhouse lights in the community room will all be moved to the first floor meeting room. Similar schoolhouse fixtures were chosen for the Historical Society area and track lighting suggested for display areas, along with LED strips in cases. Simple wall sconces were selected for the hall. Donna asked if it would be possible to have motion-activated lighting on the exterior to reduce the impact on abutters.

Fred suggested that the use of tile on the bathroom floors be revisited and J-W will bring options to the next meeting.

J-W noted that the electrical engineers have stated that it will not be possible to use the existing 200 amp conduit to provide 400 amp service to Town Hall. The power company does not like to run 400 amp power lines overhead. It was agreed to run a new conduit near the new water line to the SW corner. The power company will be notified in May once the project is approved.

Asked about adding a drainage system in the front parking lot, Tony stated that it would not be effective, since much of the runoff in the street is coming from neighboring lots. John asked where the subsurface drainage listed in the cost sheets appears in the plans. J-W will check that the expense is a valid one.

Judy suggested that bike racks be added to the plan, since biking is an important element in the Complete Streets program and many bikers park at Town Hall.

Donna presented two possible project schedules for inclusion in the MCCF grant proposal. Option A would have construction starting in October of 2017 and finishing in April 2018. Option B starts construction in March of 2018 with the work finishing in September. Susan noted that B could present problems for the MPPF grant, which requires that work be completed by June 30, 2018. Kristian noted that contractors like winter projects but that the schedule in Option A is too tight. It was agreed to use Option B with the construction dates moved a couple of months earlier.

Fred presented a sheet of possible Town Hall Funding options, including CPA funds, grant funds, private fundraising and town funds. Judy and Donna reported that the CPC had a positive reaction to the Town Hall application and had noted its previous support for up to \$1 million in funding. There seemed to be a willingness to devote much of the existing CPA unallocated fund balance to the project (about \$217,000), but the committee appears reluctant to commit next year's unallocated balance. Fred noted that there is more than \$200,000 remaining of the funds from the cell tower easement purchase along with other town sources of funds. It was agreed to propose to the Finance Committee and the Select Board that the cell tower money be devoted to Town Hall. The Historical Commission will present information about the grant funding to the Finance Committee on Dec. 20 and the Select Board and Finance Committee will meet on January 9 to discuss overall funding options.

The next meeting will be at 4pm on Tuesday, January 3.

Respectfully submitted

Judy Markland

Documents discussed at the meeting and on file:

Light fixture options from Reflex Lighting, Eaton (Metalux AP) and Ledra Brands (Bruck)

Whately Town Hall Project Timeline (draft 12/16/16) by Donna Wiley

Town Hall Funding Options (by Fred Orloski, undated)