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July 1, 2013

Huntington Town Hall Committee Meeting Minutes: April 25, 2013

Meeting at the Town Office

Members Present: Barbara Felitti, Linda Fickbohm, Terry Boyle, Aaron Worthley

Others Present: Donna Lewis

Donna Lewis is interested in the Town Hall and may be interested in joining Committee

- Approval of minutes: approved as amended with change to attendees at conservation commission meeting.
- Action items from last minutes reviewed

1. Building maintenance updates

- Roof repair has been completed by New Leaf.
- Discussed options to budget more for annual maintenance to help cover emergency repairs. If no emergency repairs come up, money could be used to chip away at routine maintenance items
- Roof Replacement:
 - Department of Historic Preservation (DHP) application due in the fall
 - Aaron reported he thinks the north side of the roof needs replacement, or will be before too long.
 - Makes sense to go after the whole roof repair- leverage the money instead of losing all of it.
 - BF has contacted USA Rural Dev. grant/loan- no grant, loans only, Huntington too rich
 - BF still trying to contact VT Housing & Conservation Board
 - Barbara will contact DHP re \$1-\$15k grant w/ 50% match
- Electrical service entrance
 - Woody (Fargo Brook Electric) to meet AW next week to look and estimate
- Painting
 - Action- AW to contact ASAP
 - must be COMPLETED by July 1

2. Accessibility Upgrade

- Status of grant applications
 - Accessibility checklist- Terry will check w/ Andrew Crane re. cost to fill out
 - BF will download form and send around
 - Everything to Mariah before May 9 to get submitted
 - Timeline- permitting/bid docs in fall 2013, construction in summer 2014
 - BF will send stage photos to MR to include w/ VTAC grant app.
- Status of construction estimates
 - Davis Bacon labor costs increase estimates considerably
 - discussion of breaking out projects for different wage packages
 - expecting estimates May 1
- Status of construction plans
 - TB has revised front ramp plan for grades
 - Add to budget for final preparation of bid package \$8k
 - Money to be split out for clerk of works in kind and grant administration- probably town (Barbara E.)
 - Clerk- \$80/hour, admin- \$25/hr
 - AW will provide plan sheets for grant application- PDF format
- Initial permitting planning

- AW/Arrowwood Environmental/THC will look at permitting
 - Environmental review
 - Archeology?- unlikely, but AW will check
- Town permitting needed:
 - variance (property line and street setbacks)
 - bldg permit
 - site plan review
- Building permits/Fire Marshall

3. Conservation Fund

AW & BF met with Conservation Commission at their April meeting to discuss potential use of the CF for Town Hall restoration projects

- general introduction, good conversation, keep dialog going
- possibility of money needed if VCDP doesn't fund

4. Summer Schedule of Events

- Keep rates the same \$10/day for events
- No new events scheduled as of yet
- Linda will continue to pursue users/outreach
- Users like to do summer events because they draw to winter events elsewhere
- 250th celebration- consider options to participate as info/plans come together
- August 19-23- no construction due to craft camp
- LF will find out barbeque date- plan open house event to coincide

5. Other Business

- Clean up
 - BF doesn't have time to coordinate a big clean event
 - June 8th scheduled for quick clean up 10-Noon.
- HHCT event next week- Oral History talk 4/29

Meeting adjourned at about 9 PM

Next meeting 5/23/2013. Terry Boyle is chair.