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DATE January 6, 2014

Town Hall Committee Meeting Minutes prepared by Terry Boyle
Dec 2, 2013 – meeting held at the Town Office

Present: Barbara Felitti, Linda Fickbohm, Aaron Worthley, Mariah Riggs, Terry Boyle and Dick Kellogg

Summary of discussion:

Minutes of September, October, and November minutes to be approved at the meeting to be held on January 2nd, 2014.

VCDP Grant. Barbara to call Lisa Ryan in regard to heating system requirements. Heating system quote by Brian Symanowicz was for \$4250. Terry reiterates possible additional cost on chimney requirements as a result of meetings with mason and chimney cleaner. If a liner is required it could cost \$3000 and masonry work another \$3000 or maybe \$5000 if same scaffolding was used.

Follow-up: Mariah to ask Rick Moulton to check out chimney.

Conservation Fund. Discussion re Conservation Commission to help on funding match for roof replacement and heating system start-up. There is also currently no provision in our estimate for a contingency.

Follow-up: Aaron will contact the Conservation Commission in regard to seeking \$10,000 dollars for a contingency fund at their December 16th meeting.

Historic Preservation Grant. Barbara got a call from Caitlin Corkins at DHP. It seems that because we have received a cultural facilities grant this year, we are ineligible to apply for a grant from DHP as both are state money. We can apply in 2014.

Permitting and survey. Dean Grover noted a permit may be required for pumping septic waste and he provided contacts with the district commission to follow-up.

Follow-up: Aaron to contact Zoning Administrator Ed Hanson about variance and site plan approvals.

Mariah to contact surveyor about locating 4 property corner pins.

Schedule and Bid Documents. Barbara handed out a September project time line, which needs updating since we received the VCDP grant later than anticipated. The current plan is to have bid drawings and specification done to review by the January meeting on the 23rd. A discussion was held about bidding and competitive services. An advantage of Competitive Services is the ability to negotiate and is applicable to projects between \$25 and \$100 thousand.

Follow-up: Aaron is to contact the 2 bidders to see about their availability for a spring construction start.

Other. Public relations for VCDP grant. After meeting with Lisa Ryan on December 17th, meet with select board and then go public with article in the Times Ink.

Discussed planning for budgeting and timing of an energy audit. The energy committee did an audit in 2011. No resolution.

Meeting adjourned at 8:40.