RECEIVED
DATE 4.28.14

Huntington Town Hall Committee Meeting Minutes *prepared by Aaron Worthley*
Thursday, March 24, 2014 7:00 pm - Huntington Town Office, lower level

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

Summary of discussion:

1. **Minutes**- approved as amended (KellogG)

2. **Potential New THC member introductions:** Helen Keith
   Process of appointment was discussed

3. **Current Construction Plans & Grants update**
   Current budget review
   Barbara & Mariah have a phone conf. scheduled with Lisa Ryan at VCDP
   Reviewed budget layout & potential numbers
   Terry noted the structural work might be less, but that is proposed for DHP funding which comes in October/December
   Bidding will probably be delayed until after April
   Mariah expressed concern about getting on contractors schedules
   Dick suggests putting a notice out about upcoming project to alert contractors
   Aaron will let contractors know that the project is upcoming
   Dick suggests posting in "works in progress"
   Others will let Aaron know if they know of any contractors we should include
   Announcement in Times Ink when VCDP $ is confirmed- may know after Weds phone call
   Aaron will send Dick the prelim door schedule
   Front door refurbish is still up in the air- add to VHCB project funding to include with insulation
   On plans- Aaron to take out plumbing parts, add in note about all plumbing parts need to be included
   AW will send electronic plans to DK & TB

   Tom Barden- plan review & estimate
   TB will follow up when info is complete

   Lift Vendor- decision?
   not needed at this time, Tom Barden may have input on which to choose
   TB will check with Barden on lift installer recommendation

   Septic permit/planning
   Mariah has spoken with Bill Z at DEC wastewater
   municipal bldg- no problem with pumping- priority to keep use open
   MR will provide plan, costs from Env. Solutions-
   Permit is not expected to be an issue- Bill will permit from Env Solutions info
   Topic of second bathroom- brought up by PC during Site Plan Review

Uses will need flexibility for future water/wastewater system
AW to add tees for connecting future second bathroom to plans

Fire Marshal plan review
DK will get application and fees

Bid Specs Status
BF plans to have by Thursday

Single Contractor Project Components (roof, insulation, front door etc.)
THC will contract directly with mechanical contractors

Engineering review
Get Elliot to open ceiling before Katie Hill comes
AW will assist or open
AW will touch base with Elliot

Chimney inspection/code requirements
Boiler inspector? DK will contact to find out requirements related to chimney
AW will open access to chimney when warmer

4. Additional Construction Projects Update
Send comments to Barbara ASAP on VT Housing and Conservation Board concept

Insulation Estimate
Bugbee provided estimate
They will drill holes in wall- recommend exterior

5. Long term planning-
Programs & policies
LF has been talking to people, incl. folks at volunteer fair
There appears to be lots of excitement for use of building
Lots of interest in coffee shop type facility
No place in to meet with people, do special project, etc.
Local food service- not prep, coffee shop, classes
Space that can be used every day- becomes part of fabric of town
LF, MR and HK will plan to visit some THs in other towns to look at uses
Staffing? How do other towns manage their space?
School, listers or other municipal use
possibility of future surveys targeted to specific groups- to be discussed

Other Business
Chair at next meeting Terry Boyle

minutes submitted by Aaron Worthley