Town of Huntington — Town Hall Committee Meeting
Thursday, May 22, 2014—7:00 pm
Town Office - downstairs

RECEIVED
DATE September 10, 2014

Agenda	• Motion to approve minutes • Lift Quotes- We need to review and select a quote • VHCB- Discussion of Budget • VCDP • Review the signed contract • Timeline for the RFP and assignment of responsibilities to get document out to bid • VTCFG- Pushing back the deadline for completion • Elliot looked at 2nd floor sub-floor • Motion to adjourn
Members present:	Mariah Riggs (Monthly Chair), Aaron Worthley, Barbara Felitti, Terry Boyle, Linda Fickbohm
Others present	Dick Kellogg, Eliot Lothrop
Call to order	Mariah Riggs called the meeting to order at 7:00 pm
Approval of Minutes	**MOTION:** Mariah Riggs moved and Aaron Worthley seconded to approve the draft minutes of April, 2014 as presented/corrected. Passed unanimously.
Lift Quotes:	**Lift Quotes** • Review and Quote Discussion • 1st Quote: Accessibility Systems- Richmond VT (Bob) • 2nd Quote: Access Mobility- Williston VT (Chad) • Both Quotes are about the same price • Decision by committee that Dick and Terry would go and ride both models of lifts and report back on which is better-Lifts in Bristol and Waterbury. • Make final decision in June
VHCB:	**VHCB** • Budget approved by Selectboard • There was raised a question about the historical easement-for perpetuity • June 20th Meeting and Late June Decision
VCDP	**VCDP** • Town attorney has reviewed the contract for the general contractor (based on prior contract for Town Office work) and comments were incorporated • Contract edited and finalized for inclusion in the Request for Proposal (RFP) • No Risk insurance needed. Barbara F to talk to Barbara E about the Town's risk insurance. • Dick noted a check for the Fire Marshall Application to the VT Dept. of Public Safety is needed--$522. He will follow-up. • Barbara F to meet with Barbara E about reporting and accounting requirements for VCDP Funds

Timeline for RFP	**Timeline for RFP** • Aaron-Plans will be completed by tomorrow • Send out to contractor and works and progress • Issue date: May 30th • Proposal Meeting: June 12th 4pm-5pm • Questions: June 17th • Responses: June 20th • Submissions Due: June 30th • Decision by: July 15th
VTCFG	**VTCFG** • Mariah talking to Michelle at VT Arts about an extension
Second Floor	• Eliot Lothrop came to meeting after opening access to the 2nd floor subfloor. • Terry will talk with Katie Hill (structural engineer) about writing up her assessment of the structural capacity of the Town hall.
Adjournment	**MOTION**: Mariah moved and Terry seconded to adjourn the meeting at 9:15pm. Passed unanimously.