

RECEIVED *[Signature]*
DATE *January 9, 2014*

Town Hall Committee Meeting Minutes prepared by Mariah Riggs
Thursday, Jan 2, 2014 – meeting held at the Town Office

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

Summary of discussion:

1. VCDP Conditions-Year Round Use

- Aaron went to the Conservation Commission meeting. We need to fill out an application if we want to approach them for future funding on the Town Hall.
- Looking at getting the Town Hall to year round use which includes: Heating, Roof, Insulation, Operational Costs, and Contingency.
- March 1st Deadline to respond to VCDP conditions. With notification we might be able to extend this deadline.
- Discussion for potential funding: Roof, Heating, Insulation, and windows.
- We have insulation estimates that were completed by the energy committee for both cellulose and spray insulation. These are from 2011 and will need to be updated.
- Looking at the Conservation Commission:
Application targeted for 21st of January—looking for \$30K towards the Accessibility modification project, including conditions imposed by VCDP.
→ *Barbara to complete this application*
- Potential HHCT funding:
Proposal at next HHCT meeting for funding to be raised by Terry, also to discuss the placement of a plaque for all donors and grants in the entry of the TH

2. Survey of Town Hall Update

Mariah contacted Terry Harris and Harris Abbott about the Survey done in the early 70's. It was determined that the property was pinned during this survey and that the survey was still valid.

3. Planning Commission

They informed us that we did not need a site plan review because the ZBA would hear a variance application. The TH Committee discussed this and feels that in fact this is a required process that does need to be approved by the PC.
→ *Terry offered to go in and talk to the PC about the site plan review.*

4. Septic Permit

Aaron will send Mariah the contact info for the Wastewater division so that she can pursue the permit for the pumped septic tank. Barbara Elliot has the Water/Wastewater Assessment if Mariah would like to receive a copy. Mariah will need the review for its well isolation map that shows the lack of any alternative to the pumped septic at the TH.

5. Bidding Plans

Dick, Terry and Aaron- are working on plans for the bidding process-Need specifications on the plans.

6. Davis Bacon

Barbara to review Davis Bacon in regard to construction this summer, she will also put a outline of our "out to bid" plan on Google Docs. Terry to look into general and special specifications.

7. Mariah to contact Andrew Crane about a letter attesting to the validity of the ADA renovations and that they will indeed render the building fully ADA compliant.

8. Barbara on 1/6 to notify the SB of the VCDP grant.

9. Town Report due- on the 15 of January—Linda will write and the committee will review.