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DATE March 27, 2014

Town Hall Committee Meeting Minutes prepared by Barbara Felitti
Thursday, Feb 27, 2014 – meeting held at the Town Office

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

Summary of discussion:

1. Approved Jan 23rd minutes.
2. **Awards**
 - Five representatives from Huntington, including the Town Clerk attended the VT Arts Council award ceremony in Montpelier. Rep. Tom Stevens also stopped by.
 - The selectboard approved the Conservation Commission recommendation for \$30,000 for accessibility and related repairs, and also voted to allow use of the Town Hall reserve funds for operational expenses at their last meeting. Along with the \$5,000 awarded by HHCT, this will allow us to meet the minimum conditions for non-ADA work requested by VCDP.
3. **Town Meeting**
 - Discussed plans for table set-up. Will focus on the accessibility plans and fundraising efforts to date. Set-up will be at 5:00 pm on Monday Mar. 2nd.

Follow-up:

 - Linda will bring a table, Mariah will bring foam board and Barbara will bring an easel. Barbara will also compile information on grant amounts for a visual drawing.
4. **Vermont Community Development Program (VCDP) RFP preparation and Conditions Response**
 - Another meeting will be needed to review the drawings, RFP and specifications. Proposed Monday March 17th for Terry, Dick, Aaron and Barbara to meet at Terry's.
 - Need to identify a contract form in the RFP.
 - Discussed other tasks needed to get bids ready and also to respond to VCDP conditions, and needs for septic. There is a leachfield which has functioned properly in the past and could be re-used but cap and pump might be better for maintaining distances from well-head protection areas.
 - Mariah is still trying to reach environmental district representatives to discuss septic plans options further but they have been very non-responsive to calling back. She also suggested using the leachfield for greywater (from sinks) and the septic tank for waste from toilets as a way to minimize needs for pumping.
 - Reviewed the response to VCDP conditions.

Follow-up:

 - BF to contact Lisa Ryan about a sample contract
 - Mariah will confer with Rick Moulton about re-pointing work needed for chimney
 - Terry will work on second bid for lift, needed for VT Arts Council. Barbara will forward name provided by Andrew Crane. He will also check about inspection requirements.
 - The boiler will need inspection and this should be added to the program schedule. Barbara will update schedule for this and other items.
 - Mariah will continue to try to reach environment office about septic
 - Barbara will check well-head protection areas from wastewater study and contact Dean Grover for advice.
5. **Vermont Housing and Conservation Board (VHCB) Grant**
 - Some updated estimates are needed for the VHCB proposal. Also discussed adding work for windows – interior storms for 1st and 2nd floors (with 2nd floor as priority). Spray foam

insulation on wood framing is discouraged by VCDP, but could be used on the foundation walls in the crawl space.

Follow-up:

→ Mariah will get an insulation quote. Basic information is in the energy committee assessment from 2011 but we need costing for insulating the crawl space as well.

→ Terry will get cost information for simple interior storms, broken down for 1st and 2nd floors.

6. Other

- **Fundraising.** Dick talked about the value of having specific items that people could support for renovation work, e.g., the front doors. Other possible items – fans for 2nd floor, new lights for 1st floor. Lisa Ryan also provided good input about they did individual fundraising in Plainfield for their building. Ferrisburg and other communities also have examples of specific item fundraising. We discussed the value of organizing another subgroup to work on this along with planning for revenue raising for the building. Linda and Mariah are interested in this.

- **Spring clean-up.** Because we expect construction, spring clean-up can focus on other issues we need for construction work and planning, e.g., checking water to building and 2nd floor joists.

7. Next meeting chair: Aaron for March 27th