

4/22/2021

Town Hall Renovation Plan Committee

Draft Minutes Meeting started at 7:04

Present – Kim Roberge, Annette Immorlica, Mike Cardoza, Charlie Schuessler, Lee Moss. (Lucien Soucy was absent) Also in attendance Eileen Nabor, Belinda Yeaton, Becci Schwartz, Charlie Baker

Link posted worked this week! Approved Minutes of 4/8/2021.

Discussion ensued as to where requests for feedback are posted (post office, library, general store) as well as sent to all town committees and employees who may be housed in town hall. Missed the deadline for the Amherst Citizen, did get to Mont Vernon Flyer will be out next month and Lee will post on both Facebook pages (Chatter & Mont Vernon)

Have received feedback from 2 people so far. Joan at the Town Offices will start to compile folder with feedback. Will be available for committee either via email or can pick up hard copies at the town offices for review at the next meeting.

Belinda (here as Town Clerk) had feedback for committee. DEW plan has cramped waiting area for possible customers of Town Clerk (need better flow in and out of office) Thinking forward into the future would prefer to have counter space for 2 working stations at a time not 1 as of now. Room for vault? Compare office space square footage from existing to new proposed. Thoughts on 1st or 2nd floor offices.

Discussion about making sure to compare what staff has for existing square footage and what is proposed for new square footage. Also discussion on file storage.

Becci Schwartz offered to post minutes of Town Hall Renovation Plan Committee on the Heritage Commission web page, since it is not private anyone can view. Committee stated positive and thanked her for offering. She also updated committee on Moose Plate Grant that Heritage Commission working on to benefit Town Hall windows. Both Becci and Charlie stated for grant purposes need plans that have been done in last 5 years to qualify for some grants, so this is the next step for that.

Charlie Baker and Eileen Naber both forwarded feedback regarding floor plans to Town Hall for committee to review.

Kim reviewed proposal from DEW Construction and Mike Petrovick architect sent at Selectmen's request for preconstruction design and estimate project costs from June 2021-December 2021. The cost for these services is \$80,000 and were included in bond proposal at town meeting in March 2020. This \$80,000 will be a separate warrant article at Town Meeting in June 2021 this year, in the hopes the voters support moving forward with this goal. Review of schematic design, design development, construction documentation, bidding process, guaranteed maximum price are all part of proposal as well as attending 4 public meetings if necessary.

Mike Cardoza stated this is part of the next step to moving forward with town hall renovation and was included in DEW Construction bond number to town last year. Not something new. It be reduced in project cost, as will roof since completed after proposal and possibly windows if get completed as well.

Next meeting set for 5/6/2021. Reviewed meeting and adjourned 7:50.