

**Town Hall Renovation Committee Notes**  
**February 28, 2019**

**Septic design and parking**

Septic design received from Don Marsh. Mound system, 3'10" tall. Town can raise grade between road and mound (for example could use material from roadside ditching) which will make mound appear less moundish. Cannot disturb area between mound and brook.

Receiving septic design allowed John to lay out parking on the site. Committee reviewed the plan which accommodates 13 vehicles in "old" parking lot and 28 spaces between septic and building for a total of 41 onsite parking spaces. The plan shows 16 vehicles parking on one side of the road between Ernie's house and town hall increasing total to 57. No on-street cars between town hall and North Calais/Pekin Brook Road. The town office parking lot could accommodate 10 more cars. This is the layout that will be presented to Development Review Board. John will send plan to EMFD for their input.

John noted that town zoning regs re: parking are out of date, ie., larger than they have to be; larger even than handicapped parking spaces have to be. Calais regs specify 9'x22'. Montpelier spaces are 8 1/2 x 18. Town hall plan is using the smaller measurement.

There may be ways during an event to encourage people to park on site rather than on the road (traffic "cop," signage etc.)

**Updated interior drawing**

Reviewed John's latest drawing of first floor with location of monitors and chairs and meeting table. The historical society area has been enlarged. Location of monitors was discussed as Green Line needs to prepare wall to hold the monitors.

Discussion of chairs needed and using same stackable chairs for meetings downstairs and events upstairs. Chairs not in budget; will have to be paid for through fundraising.

Electrician Dan Cowan among the missing. (He has since been onsite.)

**The stage**

End of stage was torn apart to accommodate new, wider door. The deconstruction shows 3 stages built on top of each other with the original small one probably being the original when the building was a church. Ernie says easier to demo stage and start over. John will discuss with him. Cost? Pro bono? Boards should be screwed down, not nailed. The old pew backs will be used to skirt the stage.

**Fake window on exterior addition wall**

John has drawn in a fake window design element to break up the addition wall. Needs to be approved by Design Advisory Board. John will email drawing to David. DAB needs to review the

fake window element, the front steps, exterior lighting. (John had two fake "elements." One was nixed.)

**Future DRB Hearing**

Discussion of items needing to be addressed before DRB hearing. Will be on agenda for next meeting. Donna made a list of neighbors to contact. Artie will draft an update letter to be sent to neighbors. Then we'll ask them to sign a letter supporting the change-of-use permit request.

It was decided not to do a hand-out re: town hall for town meeting.

*Notes by Donna*