

Special Town Hall Committee Meeting Minutes - Unapproved

Wednesday, December 27, 2017 – Calais Town Offices

Attendees: Denise Wheeler (Selectboard Chair), John McCullough (Zoning Administrator), David Schutz, Scott Bassage, Donna Fitch (Treasurer), Artie Toulis, and Jonathan Williams (Selectboard Administrator)

Denise Wheeler called the meeting to order at 8:09 A.M.

Public Comment: None.

Work on Calais Town Hall Project/Work on Draft Proposal: John McCullough briefed the Committee on his efforts at obtaining various estimates for the Town Hall restoration. Ernie Parrish is unable to assist the committee in generating estimates as he is quite busy. John. M has contacted multiple groups, including Village Builders group – they will provide estimates. Other groups are also being contacted for estimates, including Singleton Concrete and Integrity Electric. Other estimates and groups were discussed. Window work (insulation/restoration) was considered, and window restoration specialists were discussed. The Plainfield Town Hall was discussed, as an example of a town hall that puts on theatrical productions.

The development of a report and proposal for the Calais Selectboard was discussed. Project phases were reviewed. Splitting phase 1 into two parts – tax funded and grant funded, was proposed. All ADA items should be kept in a separate category so that they can be funded by grants (CDBG grants, others). ADA compliant bathrooms and occupancy were considered by the committee. The committee reviewed a list of restoration projects and assigned each to a phase.

Phase 1: architectural design work; soil testing; Project Management/Clerk of the Works (both phases); Civil Engineering; Fundraising (grants); excavation, foundation, demolition and rebuilding; restrooms (1 in grants); windows (both phases); lift (grants); plumbing; septic;

Phase 2: Development Review Board Review; Design Advisory Board Review. Additional items for consideration were tabled until a subsequent meeting.

Purchasing and installing a generator for the Town Hall was discussed.

A regular meeting time/day of the Town Hall Committee was tentatively established: Wednesdays at 8 A.M. at the town offices.

A Town Hall Committee Proposal item shall be added to the next Regular Selectboard Meeting agenda (January 8, 2018).

Scott Bassage moved, and Denise Wheeler seconded, to approve the 12/19/17 meeting minutes with edits. The Board unanimously approved the motion.

Steps approaching the Town Hall and the structure's height relative to the road, were considered. Running this work by a preservation consultant was discussed.

The meeting adjourned at 9:15 A.M.

Respectfully submitted,

Jonathan Williams, Selectboard Administrator