

Town Hall Committee Meeting Minutes - Unapproved
Wednesday January 10, 2018 – Calais Town Offices

Attendees: Clif Emmons (Selectboard Member), John McCullough (Zoning Administrator), Jonathan Williams, David Schutz, Scott Bassage, Donna Fitch, Jason Messier (by phone), and Norman Messier (by phone)

Scott Bassage called the meeting to order at 8:02 A.M.

Public Comment: None.

Work on Calais Town Hall Project/Selectboard Meeting Debriefing: The committee discussed what the town and committee are able to do with existing funds in this construction year. The committee discussed foundation work and associated expenses. Additional work on the exterior of the structure was considered. The committee discussed temporarily removing the windows if the building is moved. Demolishing specific walls was considered.

The committee spoke to Jason and Norman Messier by phone and asked questions about lifting and moving the structure. Payment and timing for the work was discussed. The Messiers requested a foundation plan in order to generate estimates, which John M. will provide.

The committee discussed the timing for soils testing work. Funding and fundraising was again discussed. Costs for paying for a general contractor, clerk of the works, dumpsters, etc. were considered. The committee discussed the development of online media re: the project that can be accessed by town residents.

The committee considered various deadlines. The committee will work towards applying for the second accessibility grant deadline in November 2018. The committee discussed the requirements of the town's purchasing policy and bid processes.

Review of Assignments, Upcoming Meetings: The committee reviewed what additional quotes and information it could obtain by the next regular meeting on 01/17/2018. Design limitations of the structure were reviewed, and drawings were consulted.

The committee is in agreement that it will focus on what it can accomplish with a budget of \$260,000, including obtaining a new foundation and the creation of a meeting space in the structure.

The meeting was adjourned at 9:05 A.M.

Respectfully submitted,

Jonathan Williams, Selectboard Administrator