

# Historic Preservation Commission Meeting Minutes

## March 11, 2015

Present: David Schutz, Reed Cherington, Syver Rogstad, Scott Bassage, Ernest Parrish, Curtis Johnson  
Absent: Susan Weber, Chris Cochran

David Schutz called the meeting to order at 7:05 pm at the Calais Town Office.

### **Approval of previous meeting minutes.**

The minutes of December 16, 2014 were approved. Johnson, Cherington.

### **Welcome new member, Larry Bush**

We are all pleased that Larry Bush will be joining us.

### **Update on grants**

#### **2015 Grant**

David shared the FY 2015 CLG Grant application from Calais and referred us to an email from Devin for a summary.

*Develop a long-term use and historic preservation plan for the Calais Town Hall. The plan will consist of two primary components; 1) a town-wide survey to identify potential uses for the building; and 2) an updated preservation plan (based on the 2013 Arnold and Scangas Building Report).*

*Total Grant \$16,319, Cash Match \$5,000, In Kind Match \$5,879*

We know that we need to raise the building and provide ADA access. We want the consultant to help gather community consensus on such questions as; year-round or seasonal use, focus on downstairs space only, increase seating to accommodate Town Meeting, and other uses for the building that may emerge from the process.

If we win the grant, Curtis volunteered to develop the scope of work and the RFP process, then lead us in the proper process for procurement of a consultant. Chris has offered to help Curtis. We accepted their very kind offer. May 2015 is when we can execute the grant agreement, and when Curtis' part should be complete.

Beginning in May of this year we want our consultant to manage a public process to identify how the town will use the building for the foreseeable future. We can work with the cost estimates from the 2013 Arnold and Scangas Report as the basis for our report to the selectboard. At next town meeting we will present a phased preservation plan for voters to consider. We will ask our consultant to help with funding sources. We will ask the architect to make any necessary revisions to the 2013 report and prepare the bid package. We need an elaborate bid package to meet the requirements of such funding sources as the Community Development Block Grant program. David will let us know the outcome of our 2015 application.

#### **2014 Grant**

We are in the midst of procuring contractors for the 2014 CLG Round II Grant (Grant Period: October 1, 2013 – September 30, 2015)

<http://accd.vermont.gov/sites/accd/files/Documents/strongcommunities/historic/CLG/FFY2014/Calais%20-%20complete%20application%20%26%20budget.pdf>

For the windows component, Ernie has contacted 3 historic preservation specialists; Sally Fishburn, Jackson Evans and Jamie Wiener. Jackson busy with other work, Sally has yet to respond. Ernie will work with the contractor to get started. Ernie will make very brief notes of who he has contacted to be included in the final documentation.

For the steeple component, we know from the Arnold and Scangas report that there is a problem with the original design of the support structure. We want the specifications for what to do to bring it up to sufficiency. We want a drawing, stamped, that we can show a contractor to get the job done. Curtis has contacted Bob Neeld, PE, and will call one other engineer soon. Ernie will contact Chris Temple, PE of DeWolfe Engineering. Ditto above about documentation.

## **Other Business**

Reed reported on a conversation he had at the planning commission hearing of February 17<sup>th</sup>. We want to clarify that the HPC is best situated to move the work on the Town Hall forward. Scott will follow up.

Syver will contact the Selectboard for reappointment. Reed will talk to Susan about her reappointment.

## **Next Meeting**

Our regular meeting dates are the 2d Tuesday the month. The April Meeting will be Tuesday April 14th.

We adjourned at 8:45.

Respectfully submitted,