

**Municipal Building Working Group  
Thursday November 6, 2014  
Steele Block 2nd Floor Conference Room**

Present: B. Farr, Z. Gordon, A. Nelson, M. Kasamatsu, T. Wood, H. Grenier, A. Tuscany, S. Lotspeich, and C. Lawrence.

ReArch: John Illick and Burt DeLaBruere.

The meeting commenced at 3:00 p.m.

B. Farr gave a background of the municipal building project to J. Illick and B. DeLaBruere, and stated that the Town is currently working towards acquiring permits. The local DRB approval was received last evening, with workable conditions. There are a couple of follow up items on the Act 250 permit, and A. Nelson will meet with John Kiernan to determine a timeframe. The ag soil issue has been resolved in that the Town will pay the offsite mitigation fee of \$5,700.

B. Farr reported that the \$1 million grant agreement conditions have been forwarded and hopefully have been met. T. Wood asked when the funds will be requested from the Historical Society. Input from W. Shepeluk will be needed to answer this question. B. Farr stated that discussions will have to be held with the construction manager about timing of the withdrawal of funds. S. Lotspeich stated that the planning grant has been expended and closed-out. J. Illick stated that a draw down schedule can be prepared. He suggested that they identify the materials that may have price increases and that price increases typically occur in January in order to get bids in earlier.

Contract discussions will be scheduled with the construction management firm following this meeting. One issue is builders risk insurance. An amendment to the contract language is under review by VLCT through PACIF.

Act 250 permitting is in the works. There are a couple of legal issues from one of the adjoining property owners that need to be dealt with.

All parties have met with the architect with regard to building design. The architects will meet with the construction manager to determine if the plans are in alignment with the budget then move through the final design phase. The Historical Society is working with a museum designer with regard to lighting, and will forward that information to VIA.

The Soil Removal and Hazardous Material Remediation Plan needs to be complete prior to construction start. Phases 1 and 2 of the environmental study have been done. Four cubic yards of soil need to be removed from one corner of the property. Some asbestos needs to be removed from the library. Lead on the window sills can be painted over.

The documentation of the mechanical, electrical, and plumbing systems is in narrative form. The pricing needs to be reviewed but the systems are well described. Efficiency Vermont has offered to help pay for the envelope and they are waiting for a price.

Estimating work will be done with the construction manager starting around November 20<sup>th</sup>. T. Wood stated that the total budget needs to be looked at, and it needs to be clear what money has already been spent.

Timing of the project was discussed. B. DeLaBruere stated that they will work backwards from the desired start date. Given a start date of April 15<sup>th</sup>, they would like to have subs on board six weeks

prior, and have construction documents by February 1<sup>st</sup>. ReArch will prepare a draft schedule and circulate.

A brief discussion was held as to when the library will have to move out of the building. This will become clearer when the construction documents are finalized.

The next meeting will be held on November 20<sup>th</sup> at 2:00pm and all Select Board members will be invited. A meeting will be held on December 4<sup>th</sup>, if necessary, and hopefully the first estimate will be available by that date.

The meeting ended at 4:15 p.m.