

Town of Shelburne, Vermont

New Library and Town Center Project Steering Committee Meeting Minutes, Draft January 16, 2018

Location: Meeting Room 2 Shelburne Town Offices

In Attendance: Cathy Townsend, Kevin Unrath, Joe Colangelo and Ruth Hagerman (via phone)

Other: Megan Nedzinski, Rob Higgins, Andrew Martin, Andrea Murray and AJ Humphrey

1. *Call to Order: Joe called the meeting to order at 1:40 pm.
2. *Consider Approval of Agenda: **Ruth made a motion to approval agenda as written, Cathy seconded, motion approved unanimously.**
3. *Consider Approval of 1/9/18 Draft Meeting Minutes: **Ruth made a motions to approval draft meeting minutes, Cathy seconded, motion approved unanimously.**
4. *Consider Approval of 1/9/18 VIA Notes - Notes reviewed, unnecessary to approve.
5. Public Comments- No public present.
6. Construction Sub-Committee - Updates and Task List

VIA shared concerns related the seismic classification findings from the SW Cole report. Recommend additional seismic testing. Will cost between 5K - 10K, however, could save significant money in the end. Team agrees it is important to know exactly what we are building on. **Ruth made a motion to approve seismic testing, Kevin seconded. Motion passed unanimously.**

Revised SD pricing sent to Neagley & Chase, energy modeling happens this week, project timeline updated and includes upcoming meetings etc. VIA met with the HPRC last week. Project was well received. Conversations held regarding the prominence/style of the new building, materials to be used and exterior color choices. Take 3D model to 1/25 meeting. Also, updated sketches, the ones shown have building faces that are drawn orthogonal to the viewer (i.e. flat on) and therefore are a slightly distorted representation of the building's elevations.

VIA is targeting a preliminary hearing date to the DRB of 2/21/18. Brief review of recent meeting with the Tree Advisory, which focused on the possibility of saving the two cedars next to the Town Hall. After obtaining measurement details, it's unlikely this could be done. VIA will continue to meet with municipality heads.

The storm/wastewater plan is due Friday, review at the 1/25/18 SC meeting. Some Owner's Cost line items need numbers attached. AJ, Joe and a Trustee to do this. Joe waiting for a call back with additional information regarding cost of temporary library.

7. Financial Report: Spreadsheet created and distributed, still a work in progress.

8. Design Committee Updates: Met last week and reviewed plans. Discussed materials and interior design.

EFT for FFE to be done soon. Gathering images for image boards. Campaign logo nearly ready.

9. Fundraising SubCommittee - Updates - Lots of projects to finalize this month - logo, website. Committee

working on case statement, timeline and donation management system.

10. Other Business: VIA- Very close to interior next 3-4 weeks something to share with the public, hopefully in

time for Town Meeting. Plan to schedule Clerk of the Works job interviews during a February Steering Committee Meeting.

11. *Adjourn: Ruth made a motion to adjourn, Cathy seconded, meeting adjourned 2:24pm