

Town of Shelburne, Vermont

New Library and Town Center Project Steering Committee Meeting Minutes, Draft January 23, 2018

Location: Meeting Room 1 Shelburne Town Offices

In Attendance: Cathy Townsend, Joe Colangelo and Ruth Hagerman

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

1. *Call to Order: Joe called the meeting to order at 1:33pm.
2. *Consider Approval of Agenda: **Cathy made a motion to approval agenda as written, Ruth seconded, motion approved unanimously.**
3. *Consider Approval of 1/16/18 Draft Meeting Minutes: **Ruth made a motions to approval draft meeting minutes, Cathy seconded, motion approved unanimously.**
4. *Consider Approval of 1/16/18 VIA Notes - Notes reviewed, unnecessary to approve.
5. Public Comments- None
6. *Meeting Schedule - Conversation regarding frequency of meetings moving forward.
7. Trustees Comments and Suggestions - Cover this during #11, Fundraising
8. Bond Schedule/Details: Bond details (bond duration) to be determined in August.
9. Construction Sub-Committee - Updates and Task List - Back to HPDRC this week. Clerk job being passed now. Claypoint contract signed. HPDRC recommendation needed before returning to DRB. Targeting 2/21/2018 meeting but materials need to be ready by the 30th. Researching FFE budget. Met with Building and Grounds this am. Snow removal remains a challenge. Seismic testing scheduled for 1/26. Division of Fire Safety meeting scheduled. Site plan- working to accommodate first responders, make campus safer but maximize parking and green space. Trees - Met with Tree Advisory recently to discuss trees on site. Redbud- pay to have it moved? Cedars are problematic. Keeping them would include cost of moving power pole, root pruning and protective measures during construction. Proposed site plan location for the road would no longer work, especially since power will be run underneath. What is the remaining lifespan of the trees? How will they react to salt? Regarding stormwater management- may only need one rain garden. Plantings of grasses and iris. Site lighting, signage. Have an allowance to relocate 4-5 pole lights and about 10 ground mounted lights. Lights at entry points. Where else? Pruning the trees in the front. HPDRC wants to see the 3D model.
10. Fundraising - AJ reviewed. Logo, good to go. Timeline ready for Town Meeting, add in kind donation and volunteer hours to spreadsheet.
11. Other Business - after Feb 16, switch to Steering Committee meetings to Fridays at 1:30 pm
12. *Adjourn Ruth made a motion to adjourn, Cathy seconded, meeting adjourned at 2:36pm.

Upcoming:

1/25/2018 VIA at HPDRC

1/30/2018 Steering Committee meeting at 1:30pm

