

Town of Shelburne, Vermont

DRAFT AGENDA
New Library and Town Center Project
Steering Committee Meeting
February 16, 2018

Location: Pierson Library Conference Room, 5376 Shelburne Road, Shelburne, Vermont

In Attendance: Kevin Unrath, Ann Smallwood, Cathy Townsend and Ruth Hagerman

Others: Andrea Murray, AJ Humphrey and Rosalyn Graham

1. *Call to Order: **Kevin called the meeting to order at 10:13am**
2. *Consider Approval of Agenda : **Ann made a motion to approve the agenda with the addition of a Historical Society update. It was decided to cover this during Other Business. Cathy seconded the motion, motion passed unanimously.**
3. *Consider Approval of 2/6 /18 Draft Meeting Minutes: **Ann made a motion to approve the 2/6/2018 Meeting Minutes, Cathy seconded, Motion passed unanimously.**
4. Review 2/6/18 VIA Notes - notes are accurate.
5. Public Comments- Address under Other Business
6. Construction Committee- On DRB agenda for 2/21/2018. Continue to seek cost savings. Certain cost savings changes could trigger need for another DRB meeting. Joe to AIA contract. N&C needs an estimate for Performance and Payment Bond. To do items: determine whether the additional insurance is required by the town. Cost savings if not needed. Clerk of the Works job to be posted, determine interview plan. Plan regarding Plan Review. Joe - circle back with Tree Advisory Committee, storm water plans going in at the end of next week. PUD has required the project to address stormwater for the whole campus, not just the construction site, which has added costs. Planning and Zoning asked us to submit as a PUD, which will improve the entire campus. Sewer and hazard materials reports not yet received. Research whether the infrastructure of the old fire hydrant by the fire house is still there, it would reduce the cost of installing one again. The fire code says this new hydrant is not required. Fire department results add significant costs, Joe to follow up with them. The access lane requested by the fire department is also not required. Would the inclusion of these improvements make a future request for the fire house to relocate less likely to be supported? The type of mechanical system to install still under discussion.
7. Fundraising Committee- "The town has secured a matching challenge of \$500,000 to match donations received before July 1st, 2018". Case statement to be printed soon. Website up but under construction - discussion of content to include. Discussion regarding plans for publicity.
8. Design Committee - This was all covered under construction.
9. Other Business- Once full basement was not an option, VIA and the Steering Committee looked for ways to accommodate for the loss of storage space. One idea involved providing the Historical Society with two areas to use - the vault/office area in the basement and a room on the second floor. AJ met with some members of the Historical Society earlier today. The members present vocalized their desire to have their space remain solely in the historic Town Hall. They prefer this space in the historical building over space in the new building. A recent SN article presented the location of the Historical Society space as a done deal. Important to keep talking, meet with Society members and architects to problem solve. Kitchen in basement must remain. Will need to look at the basement space creatively.- AJ/Kevin to follow up with Dorothea.
10. *Adjourn: Ruth made a motion to adjourn, Ann seconded, meeting adjourned at 11:45am

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Decision Item

Adjourned