

DRAFT

MINUTES – SPECIAL BUILDING COMMITTEE MEETING TOWN OF BARNET, VERMONT MONDAY, JUNE 18, 2018

Meeting convened at 6:30 p.m. in the conference room of the Town Clerk's Office.

Committee members present: Chair William Graves, Benjamin Gates, Dylan Ford, Benjamin Heisholt, Dennis McLam, Stanley Robinson, Norman Stevenson, and Laurajean Stewart.

Others present: Jonathan Carpenter, John Cook, Frank Jannarone, and Kathleen Monroe.

1. Call to order

Mr. Graves called the meeting to order at 6:30 p.m.

2. Consideration of approval of prior meeting minutes

Mr. McLam moved to approve as presented the minutes of the special meeting held April 17, 2018. Seconded by Mr. Robinson and approved by voice vote.

3. Update current status of future McIndoe Falls Academy project and take any action

- Mr. Graves briefly reviewed the history of the project, including the nearly-complete feasibility study, and recent decision to apply for a new Municipal Planning Grant to fund a community engagement specialist.
- Mr. Graves discussed the need for the Committee to engage in research and documentation to recapitulate work that the Committee has already done, as suggested by items 6, 7, 8, and 9 on this meeting's agenda. Mr. Graves commented that the Committee should be able to continue to move forward with work on the evaluating the two current primary options for new municipal office space (renovation of McIndoe Falls Academy and new construction on an unknown parcel).
- Mr. Graves and Ms. Ford reported on their meeting with the McIndoe Falls Academy Trustees at the Academy's alumni meeting. Ms. Ford reported that the proposed project received a positive response from all who commented on it.
- Ms. Ford suggested that the Committee should continue to work and keep attention on the municipal office project throughout the summer, as it looks toward the November 1, 2018 deadline for the new Municipal Planning Grant application.

4. Update current status of Building Committee recommendations to Selectboard and take any action

Mr. Graves spoke about the Committee's recommendations to the Selectboard with regard to the Town Hall/former Fire Station property. The Selectboard followed the Committee's recommendation and replaced the Town Hall's roof. The roofing project led to a conversation about issues with the westerly property line, which have been partially resolved.

5. Discuss committee members historical, cultural, social, and/or official memory/knowledge as pertains/applies to Town of Barnet properties--land, buildings, facilities, and managements

- Mr. Graves commented on an email from resident Kathleen Monroe, which made reference to "institutional memory/knowledge" of Town and Town properties, as held by Committee members. He suggested that the work required under agenda items 6, 7, 8, and 9 may help to catalog this knowledge/memory and show how it has been leveraged by the Committee in its work thus far.

- Ms. Monroe, who was present at this meeting, asked if her May 14, 2018 email had been distributed to the Committee. It was found that some, but not all, of the Committee had read the email. Copies of the email were then made and distributed to the Board. The email, with six-page attachment, details the research regarding the municipal building project conducted by Ms. Monroe and resident Frank Jannarone.

6. Develop a worksheet to tabulate conditions and concerns at all Town of Barnet buildings, following from a 2005 Facilities Committee report, and take any action

- Resident John Cook spoke, suggesting that the Committee should consider other sites for new municipal office space, including the Town Hall.
 - Discussion ensued regarding the study already conducted on the Town Hall, which led to the Building Committee and Selectboard concluding that the Town Hall is unsuitable for new municipal offices.
 - It was clarified that although the westerly boundary of the Town Hall property was partially clarified recently, a survey conducted several years ago concluded that other boundaries are uncertain. Mr. Cook suggested that the Town should make an effort to clarify the boundaries of all Town properties.
 - Discussion ensued regarding the Town Hall, and the various reasons for which the Committee and the Selectboard determined it to be unsuitable for the project.
- Mr. Stevenson, a Committee member who is also a McIndoe Falls Academy Trustee, commented that the Trustees are willing to donate to the Town a building in good repair, and the Town should not back away from this opportunity.
 - Mr. Graves commented that the Committee has consistently made reference to the great value in the donation of the McIndoe Falls Academy property and certain liquid assets to the Town.
 - Mr. Stevenson clarified Mr. Graves's comment, stating that if the Town were to accept the Academy property, the Trustees would be willing to contribute some of its liquid assets toward improvements to the building, which may possibly assist with renovation costs. Mr. Stevenson also referenced the rental income from the United States Postal Service, which currently totals \$12,800 annually.
 - Mr. Graves commented that if the Academy property is accepted by the Town, some consideration must be given to the timing of the transfer, given that some potential project funding is available only to municipalities, whereas there may be other advantages to the Academy Trustees owning the property.
- Ms. Monroe asked if the Committee is still considering 5,500 or 5,600 square feet for the Academy project.
 - Mr. Graves indicated that the independent price estimates were based on a certain square footage, but an eventual final project may be of different square footage.
- Some discussion was had about the new Municipal Planning Grant application; it was clarified that the grant project will focus on both primary municipal office project considerations (McIndoe Falls Academy renovation and new construction).
- Ms. Monroe asked if the Committee envisages charging rent for the other proposed users of the McIndoe Falls Academy, including the Historical Society and the library.
 - Mr. Graves indicated that it is unlikely the Town would charge rent to these non-profit entities, but that the community involvement they demonstrate would benefit the Town culturally and financially (through grant opportunities, etc.).
- Ms. Ford discussed conversations she had had with Alison Low of Northeastern Vermont Development Association (NVDA) and Lisa Ryan of Preservation Trust of Vermont regarding professional services available to Committee that would accomplish some of the goals of agenda items 6, 7, 8, and 9. Ms. Ryan indicated that she has completed a project for the Town of Calais, Vermont that accomplished similar ends with regard to that town's Town Hall project. Discussion ensued.

- Ms. Stewart moved to ask Lisa Ryan for a cost estimate for services resulting in a report, similar to the services and report completed for the Town of Calais's Town Hall project. Seconded by Mr. McLam and approved by voice vote.

7. Develop a worksheet to tabulate conditions, concerns, and accessibility of underdeveloped and undeveloped properties owned by Town of Barnet

This item was tabled, in light of the action taken under item number 6.

8. Develop a worksheet to tabulate past meetings' discussions, votes, consensus statements, and action regarding Town of Barnet buildings and properties and take any action

This item was tabled, in light of the action taken under item number 6.

9. Discuss and evaluate Building Committee's role as relates to Selectboard – Provide advice? Request action? Represent buildings' occupants?

This item was tabled.

10. Other business

No other business was discussed.

11. Consideration of scheduling of next Building Committee meeting

The Committee agreed to convene its next special meeting on July 30, 2018 at 6:30 p.m. at the Town Clerk's Office.

12. Adjournment

Mr. Gates moved to adjourn. Seconded by Ms. Stewart and approved by voice vote. Meeting Adjourned at 7:57 p.m.

A true copy.

Attest: _____
Town Clerk