

MINUTES - SPECIAL SELECTBOARD MEETING

TOWN OF BARNET, VERMONT

MONDAY, MAY 15, 2023

Meeting convened at 3:00 p.m. in-person at Barnet Fire & Rescue Station (151 Bimson Drive).

Board members participating in-person: Dylan Ford, Benjamin Gates (presiding co-chair), and Mark Jefferson.

Other Town officials and employees participating in-person: Zoning Administrative Officer Shirley Warden.

Other Town officials and employees participating remotely via Microsoft Teams: Town Clerk Benjamin Heisholt.

Members of the public participating in-person: William Graves and David Warden.

Members of the public participating remotely via Microsoft Teams: Brian Douglas (Northeast Structural Engineering), Tim Estes (Estes & Gallup), Nate Sicard (Ruggles Engineering), and Rollin Tait (Black River Design).

1. Meeting with Black River Design and Estes & Gallup Construction regarding mobilization in Town Hall project

a. Review of last meeting (cost estimation)

Mr. Tait led a review of the special meeting held May 3, 2023, as outlined below:

i. Reference Documents

- Schematic Plans - done
- Outline Specification – done
- Structural Engineer’s mark-up – done
- Civil Engineer’s mark-up- done
- Historic element coordination – done

ii. Yet-to-be-understood issues:

- Schedule and timing vs. costs (schedule)
- Availability of trades (building mover)
- Mechanical system (allowance) (HVAC options)
- Parking area spec and requirements (civil issues)

iii. The Costing

- Construction (Tim Estes) – costing based on documents above
- Electrical (Jeremy Roberts and St Johnsbury Academy students) materials cost plus free labor
- Contingency – Construction Manager (10%) + Owner’s (5%)
- Soft costs – consultant fees, permits, etc.
- Total = \$1.3 million

b. New business

i. The Cost Estimation:

- Questions from the Selectboard, etc.
 - William Graves: The condition of the exterior cladding has been questioned in the past. Was any allowance made for significant repair? Tim Estes: No, not in scope, just preparation and re-painting.
 - Mr. Gates: The cost of interior painting seems high (\$32k)? Tim Estes: The allowed cost came from a subcontractor.
 - Mr. Gates: Was the cost of new windows explored? Tim Estes: No, just renovation and storms but he is sure that new windows would be multiple-times more expensive than current scope.
 - Mr. Gates: The Town is feeling a bit of sticker-shock at cost estimate. Tim Estes and Rollin Tait: This estimate seems reasonable compared to others seen recently.
 - Mr. Gates and William Graves: Is Estes & Gallup open to using local town resources as subcontractors? Mr. Estes: Yes.

ii. Comments from:

- Construction manager (Tim Estes)

- The job super is currently slated to be Calvin Underhill.
 - Mr. Estes has spoken to four building movers and will report next week on schedule.
 - Electrical - none
 - Civil (Nate Sicard)
 - Regarding the Town's desire to use Town paving company: there may be reasons why getting it done as part of the contract is good – coordination and matching levels, etc. Town should think about it.
 - Parking area should be paved.
 - Structural (Brian Douglas)
 - All seems OK from Mr. Douglas's point of view.
 - iii. Report on Building Mover schedule (Estes & Gallup): To be done next meeting.
 - iv. Report on HVAC options (Alliance Air/Estes & Gallup): To be done next meeting.
 - v. Next Steps
 - Building Working Group
 - To be composed of Mr. Gates, William Graves, and Jeremy Roberts
 - Architectural
 - Drawings/Specifications (Black River Design)
 - Historic funding: to pursue or not? Rollin Tait to do summary
 - Construction Manager (Estes & Gallup)
 - Schedule
 - Interior demolition
 - Collection of "required information" lists
 - i. Construction manager, Civil, Structural, Mechanical/Electrical/Plumbing (all)
 - ii. Due by end of week to Mr. Tait
- c. Tasks to be done**
- i. Town of Barnet
 - Create list of Local Resources (subcontractors, etc.). Due: May 22
 - Consider layout of basement and sizes of areas. Due: as soon as possible
 - ii. Black River Design (Mr. Tait)
 - Develop DD Floor plans, etc. Due: ongoing
 - List of questions for Owners (finishes, etc.) Due: May 22
 - Summary of Historic Preservation items/funds and what Preservation Trust of Vermont is actually offering. Due: May 22
 - iii. Estes & Gallup (Tim Estes)
 - Building Mover schedule. Due: May 22
 - HVAC options report from Alliance. Due: May 22
 - Rough full-project schedule (DRAFT for discussion). Due: May 22
 - "Required Information" list for Mr. Tait. Due: as soon as possible
 - iv. Civil Engineering (Ruggles Engineering)
 - Apply for permits. Due: May 22
 - "Required Information" list for Mr. Tait. Due: as soon as possible
 - v. Structural (Brian Douglas)
 - Work up basement plan showing post locations (for Mr. Tait). Due: May 22
 - "Required Information" list for Rollin. Due: as soon as possible
- d. Next meetings:**
- i. Regular Project meetings will happen on each second and fourth Monday at 4 p.m. with the architect, construction manager, and owner (usually by video).
 - ii. May 22 at 4:00 p.m. (via Microsoft Teams) with Building Working Group – updates on progress.

2. Other business presented by Selectboard

a. Selectboard communication with Working Group

The Board agreed that the Board should relay concerns and questions to Mr. Gates before Working Group meetings, including before the 4:00 p.m. meeting on May 22.

3. Adjournment

- Ms. Ford moved to adjourn the meeting. Seconded by Mr. Jefferson and approved by voice vote. Meeting adjourned at 4:00 p.m.

A true copy. Attest: _____ *Town Clerk*