

Agenda

- Attendance
 - Owner – Town of Barnet – Ben Gates, Bill Graves, Jeremy Roberts
 - Arch - BRD – Rollin Tait
 - CM - Estes & Gallup – Tim
- Reports (on progress since last meeting):
 - Arch – BRD – Rollin
 - Required Information → list from last week has been filled in.
 - Drawings – DD, started and continuing ...
 - Coordinate with Consultants
 - SE – share CAD model, Rollin has not yet had the location of the basement columns confirmed.
 - CE - spoke with Nate Sicard on Monday:
 - levels on site – lower the building by 2 steps (currently 5) – OK by Nate.
 - Check on site move - Nate does not recommend moving the building backwards on the site much if at all. The proposed plan for the septic system barely has enough room as it is. He feels that pushing the building to the rear will make this worse. Bill Graves suggested that even if we could only move the building back three feet that would help the parking at the front.
 - Historic funding:
 - Wait to apply for VT State funding – Aug.
 - CM – Estes – Tim
 - HVAC options Comparison – Alliance Air
 - Tim has a narrative description comparing the three options of a combination propane fired boiler with air source heat pump, a biomass wood pellet boiler, and a LP fired boiler.
 - The narrative confirms that the hybrid system will provide heat, cooling, ventilation and cost about \$70,000.
 - It indicates that the propane fired and biomass wood pellet fired systems would provide only heat and ventilation (not cooling) and that the system would cost 90 to \$95,000. These systems are not felt to be as up to date as the hybrid system. If a cooling system was added then the cost would be increased by about \$30,000.
 - The narrative description and the quotation on the combination hybrid system will be attached to these minutes.
 - Building Mover schedule:
 - Tim and his team have contacted a large number of building moving firms throughout New England and have had trouble getting interest. The two firms who quoted are below:
 - GM building movers - roughly \$100,000 quote and could do the move in late October or November.

- Messier Movers - \$75,000 quote and could move the building as desired in two stages, the first to move the building off the existing foundations in July, the second to move the building onto the new foundations late in the autumn. This quote is higher than the estimated cost of \$40,000 in the preliminary cost estimate.
 - Ben gates suggested that there might be another moving firm (Rogers) who could be approached for a quotation. Tim estes agreed to contact them.
 - General discussion Agreed that with limited options, inquiries would be made to Rogers. And either Rogers or Messier would be selected. The decision will be made this week if possible. Rollin to check back with Tim and Ben at the end of the week if he hasn't heard from them before.
- Vault Specification
 - Tim has done a number of small town vaults recently and none of those have had more than two or three hour fire rating.
 - Rollin said that it is unclear what the required rating is but that there is guidance from the association of towns which he will try to get.
 - The question of ventilation and heat was posed. Presumably there will be ducting into and out of the vault for fresh air, ventilation, heat and that there will be fire dampers. These fire dampers are probably 2 hour fire rated maximum so it seems illogical to make the rest of the vault a higher rating if this is the weakest link.
 - Tim will try to get information on the jobs he's done previously and Rollin will try to find the regulations where specifications are.
- Work Schedule
 - depending on when we can get the building moved.
 - Tim hopes to start on site July-ish...
 - the first two areas of critical information will be concrete and site work. Rollin will focus his DD set on these areas in the next two weeks.
 - Tim will develop a rough schedule once the building mover has been booked in.
- General discussion:
 - General layout:
 - the general layout is confirmed as shown on the cost estimate plans.
 - The basement layout may change once we know the exact location of the columns. Information on that to be provided by the structural engineer.
 - Exterior access doors:
 - last meeting we talked about exploring a second access door on the left side of the building to access the top of the stairs to the basement. It has been agreed to drop that idea.
 - Roof gutters
 - previous discussion proposed A gutter only on the left side of the building.

- It has been agreed to put gutters on both sides.
 - Town clerk window detailing and general security:
 - Ben felt that the town clerk window would likely be site built cabinetry with a simple glass window. Not a proprietary purchased teller unit.
 - Then we'll explore requirements for general security on the building, door locks, buzzer entrance requirements, etc.
 - Condition of the exterior cladding:
 - Bill suggests that the exterior cladding needs to be inspected for damage and to ascertain the likelihood of having to replace it. Tim will do that assessment and report back.
 - It is assumed that the left side of the building will probably be repliied with new sighting due to the amount of work happening on this side of the building.
 - Building and site levels:
 - the existing building finished floor level is about 30 inches above grade.
 - Ideally, we would reduce the level to about two or three steps - say 14 to 21 inches. Rollin assumes that this will mean 21 inches at the front of the building (3 steps) and about 7:00 at the side door, which will be made-up with the ADA compliant incline (ramp).
- Dates and information to be aware of:
 - Rollin is on vacation from June 28th to July 15th.
- Actions to do now:
 - CM – Estes:
 - Contact Rogers building movers and get a quotation.
 - Work with the town to confirm choice of the building mover.
 - Book the building mover to do the first stage of building move.
 - Create a whole project schedule through to completion. This schedule to be a draft version open for discussion at the next meeting.
 - Get specs on previous vaults done.
 - Town of Barnet:
 - Confirm Details of transaction window for the clerk.
 - Confirm security requirements for the building and for access to the clerk.
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 - BRD – DD:
 - Coordination with consultants:
 - Civil:
 - Confirm how much we can move the building to the rear.
 - Get the site work information – by June 14th.
 - Structural:
 - Get the column locations
 - Get general structural information – June 14th.
 - Vault Specification:
 - Get specs from Association of Towns.
 - Code review
 - Code review by June 13.
 - DD Drawings

- Draft concrete and site work drawings by June 13th.
 - Full review set DD drawings ready for June 20.
 - Final DD set for June 26.
 - Spec
 - DD Draft Spec for June 20
 - Final DD spec for June 26
- Any Other Business
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- Next meeting:
 - June 26 @ 4 pm.