

Town of Winhall Selectboard
“Special Meeting Minutes for Wednesday, May 28, 2014”

PRESENT: Bob Oakes, Bill Schwartz, Steve Blanchard, Lucia Wing, Secretary, Lissa Stark, Town Administrator

ALSO: Marcel Gisquet, Lawrence Grant, Stuart Coleman

CALL TO ORDER: Oakes called the special meeting to order at 4:05 PM at the Town Hall.


TOWN GARAGE- PROFESSIONAL SERVICES PROPOSAL: The Selectboard and Marcel Gisquet reviewed the design program submitted by Cotton/Belaski Architectural Services re: proposed new Town garage building; Gisquet had made some additional comments to the proposal. Discussion included size, width and mezzanine of building; finishing the structure by the end of 2014; low maintenance of the exterior/interior; future solar installation; energy efficiency; overhead door dimensions; an office for the highway foreman for privacy and other uses; one unisex bathroom- ADA compliant; a break room for six (6) people that would have space for emergency cots or resting facilities; mechanical room; fuel and oil storage room; electrical requirements (400 amp service- single phase); concrete walls to extend 4 feet up above the finish grade; a vehicle bay to have a spill containment area; radiant heat in the slab; interior posts available for electrical outlets and chain storage in the garage area; and the building must conform to all State building codes. The Selectboard next discussed the compensation proposed by the architects which the Selectboard and Gisquet agreed could be reduced by eliminating some of the proposed work. The Selectboard agreed they would like the architects to provide the schematic services, design development, bid document preparation, construction drawings, and contractor negotiation for the proposed fee of \$26,827- could potentially be reduced by \$2,000. They discussed negotiating a per visit fee with the architects rather than accepting the proposed total fee of \$7,375 for construction administration. Other discussion included the existing septic system and potentially replacing it; underground tanks- should eventually be above ground; appropriate blocking re: future solar installation; additional rigid insulation under the slab; making one of the overhead doors 16'; fire suppression systems in the mechanical and fuel/oil storage room(s); radiant heat should be zoned 3 to 4 in total. Gisquet and the Selectboard also discussed the scope of work proposed by the architects including providing a mechanical & electrical plan, and the proposed schedule. The Selectboard would like to have construction plans ready by July 1st. Comments offered by Lawrence Grant included increased excavation to make the proposed site for the new building level.

EXECUTIVE SESSION: At 5:45 PM the Selectboard voted to go into executive session to discuss personnel matters; motion by Oakes; seconded by Schwartz; unanimous. At 6:30 PM the Selectboard voted to come out of executive session; *motion by Blanchard; seconded by Oakes; unanimous.* No decisions were rendered.

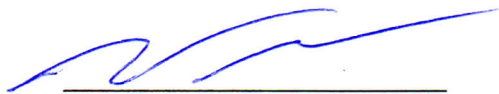
As there was no other business, the meeting was adjourned at 6:45 PM; *motion by Oakes; seconded by Schwartz; unanimous.*

Meeting minutes respectfully submitted by,

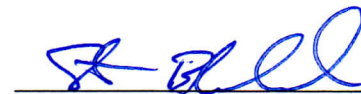
Lucia Wing, Secretary
Winhall Selectboard



Robert Oakes, Chair



William Schwartz, Vice-Chair



Steve Blanchard, Member