

**Town of Winhall Selectboard
Bondville, Vermont
Special Meeting Minutes for Thursday June 26, 2014**

PRESENT: Bob Oakes, William Schwartz, Steve Blanchard, Lissa Stark, Town Administrator, Lucia Wing, Secretary, Scott Bushee (Facilities), Marcel Gisquet (Clerk of the Works), Trevor Dryden (Highway)

ALSO: David Cotton & Paul Belaski (architects)

CALL TO ORDER: Oakes called the special meeting to order at 9:00 AM.

TOWN GARAGE: MEETING WITH ARCHITECTS:

The Selectboard, Gisquet, and the architects met to discuss *proposed electrical plans* for the Town garage which included: add four (4) interior motion sensor lights; add four (4) interior paddle fans; add occupancy sensors in bathroom; add four (4) outside motion sensor lights to the front of the structure; no lights added to the back of the building; and outlets on the mezzanine as well as throughout the building. Discussion followed relative to the power source, main electrical panels, and WIFI wiring for the office area. The contractor would eventually finalize the plans. Plans could also be submitted to Efficiency Vermont for their review.

Next they reviewed the *proposed plumbing plans* for the Town garage which included two (2) hot and cold outlets to the outside of the building; lines contained mostly in one area; waistline to the outside; reduce outside hot water outlets and add hot and cold water outlets to outside of the mechanical room; discussion followed relative to less plumbing preferred under the slab versus more for potential work in the future; discussion followed about copper piping versus black iron for compressed air- black iron was decided. Call out size of gable end vents. They discussed the revised floor plans; decided to add closet area to bathroom.

Next the Selectboard, Gisquet, and the architects reviewed the *bid package* which included the bidding period, agreement date, construction start date, payment dates, and termination date if warranted. They discussed insurance limits as too low- would consult with VLCT for numbers; should name subcontractors and amounts in specs; delete paragraph on owner occupancy- could cause delays; preparing the final plans for the State- could cause delays; subcontractors should clarify liability insurance including their vehicles; processing change orders- goes to contractor first, then Clerk of the Works, and finally to the Selectboard; they discussed types of materials for temporary construction fencing- should be a requirement in the specs; include punch list along with a time frame; and keep standard 10% hold back until punch list was finalized.

They reviewed the six (6) site plan options plus the seventh offered by Gisquet. Discussion included adding two more bays to the proposed garage plans and eliminating the four bay garage; adding a pole barn in back of the sand pile for storage; relocating or rebuilding the existing four bay garage; agreed to eliminate option #2; option #4 would have to reconfigure Transfer Station including fuel tanks- grades were good; option #7 (Gisquet) build proposed garage in existing location- would have to move fuel tanks and one metal bin but could leave the four bay garage where it was. Other discussion included buying two (2+-) acres across from the Transfer Station from Christy Mackenzie; the Selectboard agreed to investigate the land purchase for a variety of reasons. After further discussion, the Selectboard liked option #7 the best (Gisquet) and would send it back to the engineer for redesign. The architect would revise the building plans based on the discussion at the meeting.

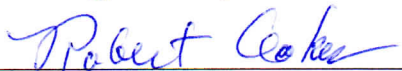
OTHER BUSINESS:

The Selectboard discussed the number of applications for the Winhall Highway Foreman job. They talked about the current applicants and resubmitting the ad to get more replies. They would discuss it further at the next meeting.

As there was no other business, the meeting was adjourned at 11:40 AM.

Meeting minutes respectfully submitted by,

Lucia Wing, Secretary



Robert Oakes



William Schwartz



Steve Blanchard