

## 20090217 WTTOWNHALL RENOVATION COMMITTEE MEETING MINUTES

Howes House 1700. In attendance: Bea Phear, Kent Healy, Virginia Jones, Chuck Hodgkinson, Bruce MacNelly, and Kathy Logue (staff liaison). Carlos Montoya arrived at 1800. Absent: Jim Osmundsen

LANDSCAPING: Bea, Kathy, Carlos and/or Chuck have met several times.

INSULATION: Due to a miscommunication Bea and Kate missed the meeting with the insulation contractor, but Kate did meet later with them, and with Mike Josefek. Although the installation is not as she would have wished it, she is comfortable that Mike understands what she originally suggested, and will do the best that he can to accomplish it.

SOLAR PANELS: Bea and Chris Kilfoyle met with the “team” about the installation of solar panels and that is going forward.

FRONT DOOR installation: Ginny and Mike met with Will Parry, who makes [mainly] mahogany doors and window frames. He will provide sketches of a front door/side lights installation which he will craft from sustainably grown mahogany. The committee agreed that the hardware (where visible) should be oiled rubbed bronze, and the finish for the installation should be oiled wood.

CONFERENCE ROOM TABLE: Carleton Sprague will meet with the committee next week to discuss his proposal. Kent has reservations about the use of elm for furniture, and remarked that Gary Harcourt has also offered his services to craft a suitable table.

PUBLIC FORUM FOR LANDSCAPING AND PLAYGROUND: Bea will continue to make arrangements for a public forum to discuss the landscaping, and the equipment and design for the playground, with Park and Rec committee, and it will be scheduled towards the end of May.

CAPE LIGHT: Bea read a letter from Cape Light Compact stating that we may receive \$1960 subject to approval once building is finished. This is substantially less than we were encouraged to believe we would receive, and less than reported several months ago.

RAIN SLICKER: We will receive a credit of \$15,773.00.

CONFERENCE INTERIOR WINDOW: we will receive a credit in an undetermined amount due to window being omitted on interior wall.

LOUVERS: Due to a design omission, louvers were not included in the spec sheet for the exhaust vents. The cost will be about \$1900.00

COST OF MATERIALS FOR SILL, ETC.: Due to unexpected rotten areas in the sill and joists, some additional expense (estimated at about \$15,000) will be incurred for materials.

EXTERIOR LIGHTING: Billy Hoff of Lamp Lighters has offered to do lamp/lights on poles. We have already accepted and have a filed sub bid, so agreed to decline his offer with thanks.

COLOR CHOICES: Pendant lights for interior – committee selected oiled rubbed bronze color with Kent abstaining; all the committee agreed that the vault door will be “Plaza grey”. Bea expressed uneasiness about making interior color choices, and Bruce will ask Annie Parr for her professional assistance – he will give her the various color choices and ask for her recommendations so that the interior colors are coordinated. This could cost around \$500.00. The Town Hall staff has overwhelmingly selected the beige group of colors (previously one of several suites of colors selected by Bea and Kathy), the interior floors will be either recycled Long Leaf Yellow Pine, or a purplely slate. Bruce will act as a sub committee on interior decoration.

INVOICES: MSV to pay the following:

Cottles	\$	19.64
Scanlan		312,843.55
Scotsman		716.00
Scholfield		300.00
Briggs Eng.		668.64
K & K		5,070.88

MINUTES OF 1/27/2009: MSV to accept, with Ginny abstaining

COLOR OF ASPHALT: Kent asked if the committee wished to consider different colors and/or types of the asphalt or surface of the parking area and driveway. The committee authorized him to research various options.

END GAME PLANNING: Kathy reminded the committee that we need to start getting a handle on planning the logistics of the end of the project, and Chuck reminded the committee of the need to plan how to incorporate the computer and phone lines. We need to consider rough grading in prep for landscaping, playground options, and the IT lines mentioned above, etc. Chuck suggested a logistical meeting to discuss the work flow and when various things need to be done: Mike, Jim Seth, Carlos, Park and Rec, etc.

LANDSCAPING – CARLOS MONTROYA: Carlos arrived at 1800; he has prepared some suggestions for planting and/or landscaping various areas of the site. Plans and site plans were distributed to Prudy Burt (ConCom) and others such as Susan Silva, botanist/farmer, Suzanne Zell (PHA), Caitlin Jones (former PHA and botanist/farmer), and Margaret Logue for comment. Carlos remarked that he has presented one option,

another option (which Prudy appeared to favor) would be to leave the building and the site relatively un-landscaped (as previously). He feels that option 1 honors the native side of the Vineyard...”you would not find it on Main Street’ but it had three objectives: consistent design to enhance the building and site, it is beautiful and it is educational.

Prudy Burt’s comments (formulated with Caitlin and Suzie Zell) were 1. consult historical photos, 2. they were encouraged that we would be using native plants but the landscape as designed is a bit contrived, 3. they are concerned that it could be expensive to maintain, 4. they recommend using existing trees and live with the site for awhile, see how it works out and then move forward, 5. keep it simple. Prudy also commented that when she first saw the plan she asked: Do we feel the need to landscape?”

Bruce likes the plan conceptually and thinks it works; it is not too suburban and it should be integrated and will soften the edges of the playground.

Ginny reported that Sue Silva urged more shad bushes, Caitlin warned against using plant material with “attractive berries” or any which were poisonous, near the play area. Margaret Logue had concerns about how to integrate plantings with kids playing, near the play area. Ginny herself likes the attractive plantings, and the educational possibilities, but is concerned about cost of, and likelihood of lack of maintenance.

Kent and Bea, as well as Ginny all felt that a grassy area with a tree at either end, made more sense on the eastern side of the site between the turn around and State Road, than the plantings Carlos suggested. Some of the plants could be incorporated into other areas, and some screening of the generator, propane tank, and electrical installation on the east - northeasterly corner were suggested.

Carlos presented an estimate for the actual plants of about \$36,000 (his cost) and annual maintenance of about \$1500 for pruning, replenishing mulch, etc.

Kent and Chuck departed at 1830 which left the committee without a quorum. Carlos and Bruce will work together to create some visuals and graphics so that the committee and public can get a better understanding of how Carlos option #1 might look.

NEXT MEETING: February 24, 2009

Respectfully submitted

Virginia C. Jones

*Approved 2/24/2009*