

Minutes
West Tisbury Space Needs Committee
October 10, 2006

Present: Joe Eldredge, Kent Healy, Chuck Hodgkinson, Sue Hruby, Hermine Hull, Kathy Logue, Beatrice Phear, Bob Schwartz

Chuck opened the meeting at 8:03 AM at the Howes House.

1. Minutes

The minutes of the afternoon meeting of September 25th with the Capital Improvements Committee with the attached Space Options and Guiding Principles were approved as amended.

The minutes of the regular meeting of October 2nd were approved.

2. November Town Meeting

Kathy showed the debt service schedule and proposed an approach to show how costs will be added over time. The committee agreed to include this schedule in the November meeting package.

Action: Kathy will modify as agreed and prepare for the report package.

Draft Warrant Article

It was moved and seconded to approve the warrant article Kathy submitted for the November town meeting. This is repeated below:

“To see if the town will vote to authorize the Space Needs Committee to continue its work to secure professional assistance with costing out the capital program options presented at this Special Town Meeting and to appropriate from Free Cash a sum of money (TBD) for that purpose. Further, that the Space Needs Committee will report its findings and recommendations to the 2007 Annual Town Meeting.”

Cost Estimates

Kent gave a report of his and Les's meeting with Gene Mazzaferro. He can assist in the preparation of the RFP to get hard estimates. We must put the document into shape to get the estimates (i.e., square footage, site preparation). He felt \$5-10K was appropriate to prepare estimates based on square footage (not contract drawings).

Action:

Kent will double check the cost estimate based on the 7 of the 8 items we have for estimating.(4 Town Hall Options, 2 Police Options, Library, Animal Control. (This needs to be further developed by the Committee for the April Town meeting).

The committee agreed the 'patch-it' "option" is not an alternative. The committee's research indicates the town's administrative functions will require 7000 square feet. The patch-it option will not provide enough space for the future expressed needs, nor will the building last for the term of the financing.

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We will show the building patch-it alternative under the rejected options. There will also be a cost to stabilize the building for continued use.

Options Update

Town Hall

Joe reported on his conversation with Durland and Van Voorhees.

Action: He will find out what assumptions Durland made He will find out what assumptions Durland made with regard to correcting structural and other conditions in the existing building.

Park and Rec requirements

Action: We will add Park and Rec space needs into the school for the off-season and recommend the old Fire Department Building for affordable housing, as the limitation at that site make it inappropriate for any municipal use

Police Building

Chuck reported on conversations he had with Manny and Beth regarding the location of the Police Station at the Public Safety Site.

Draft Cover Letter

The committee preferred a shorter version.

Action: Changes will be incorporated and the letter prepared by Chuck.

Report Content Outline

The Committee agreed to the outline with the changes given to Chuck, including an outline of what we will present at the April meeting.

The committee agreed that we should work with the Capital Improvements Committee to define the ongoing role of Space Planning after April 2007.

Bio's: Action: Kent, Hermine, Sue, Bob will send their bio's in to Chuck before the next meeting.

Reminders

Chuck reminded everyone the meeting with the Historic District Committee is Monday October 23 at 5:30pm in Howes House.

The meeting adjourned at 9:06 AM

Respectfully submitted,
Sue Hruby

As approved, October 16, 2006