

Town of Moretown  
Office of the SELECT BOARD

**Draft** – Notice of unapproved minutes 10/29/13 public hearing for the town office vote to be held on 11/5/13; and special meeting of the selectboard

Board members present were: Tom Martin, Rae Washburn, Reed Korrow, Michelle Beard, John Hoogenboom

Guests included: Clark Amadon, Henry Erickson, Bill Gallup, Ray Daigle, Duane Pierson, John Schmeltzer, Jonathan Siegel, Laura Schaller, Jim Burmester, Dianna Costello, Raymond Munn, Lisa Samsom, John and Annette Schultz, Rachel Goff, Karen Horn, Doug Reed, Paula & Mike Woods, Dennis Bache, Kevin Beard, Carl Wimble, Frank Piazza, Johnny Summers, Cheryl Brown as assistant to the board

Tom called the meeting to order at 7:00 p.m. and gave an overview of tonight's meeting agenda. He then turned the meeting over to Clark Amadon, Chairman of the Town Office Committee for the public hearing presentation for the new town office which will be voted on by Australian ballot on November 5<sup>th</sup>.

***Public hearing discussion included:***

- Clark Amadon introduced the town office committee members present tonight and gave a detailed description of the project conception to build a new town office on the area directly behind the old town office known as the "playground" site.
- Bill Gallup of Maclay Architects and preparer of the conceptual design of the building, provided a slide show and explained the project from the feasibility study of seven sites and how the "playground" site was decided upon:
  - The old town office sets on a non-conforming lot by Moretown's Zoning Regulations and so it can't be made larger to address the town's current needs;

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- The old town office was about 1,000 sq. ft. The new building will be just under 2,000 sq. ft.
  - Needs for office space for the town staff to work and for the vault, were studied by the Planning Commission in 2011 before TS Irene hit. This new building will be built with those needs in mind.
  - Water marks from TS Irene and from the 1927 flood were studied very carefully. The playground site as it is now is about 4' higher than the old site, and will be raised higher yet so the building is not in the 100-year or the 500-year floodplain. Over all flood proofing measures will be made up to 10' 10" higher (to the window sills) than the old site, creating an excellent margin of safety and very little risk from flooding. Parking lot and landscape improvements will contribute to the flood proofing.
  - Elevations of sites studied as feasible for a town office were determined by Grenier Engineering.
  - The low lying area on the parcel where water currently ponds, will remain undisturbed.
- Henry Erickson prepared cost estimates associated with each of the seven sites being considered, finding the playground site the most feasible for several reasons:
- Water and septic will be shared with the school at this site.
  - Septic will be pumped directly to the distribution center.
  - This site was about \$100,000 less than the tennis court site, the other seriously studied site that is town/school property.
  - An in-depth detail of the project cost was discussed. The total cost estimate for the building on slab is \$743,821. The remainder of the \$865,000 is soft costs such as design costs, moving costs, furnishing, permitting, legal, etc. Clark explained the financing options as related to the amount being voted upon, which is to spend up to \$40,000.

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- The project includes \$10,000 to relocate the playground equipment to the other side of the school building.

Tonight’s presentation packet can be found on the town website at [www.moretownvt.org](http://www.moretownvt.org) under announcements.

### **Question and Answer period –**

- ❖ Is the grant a lump sum amount received? The answer was no.
- ❖ If the Federal Government shuts down, would we then be on the hook to pay for this building? The answer was no, the funds are obligated and this money is set aside.
- ❖ What might the maintenance costs be over time? The building maintenance would be minimal. The siding will be a non-wood product and the roof will be metal. The building will be a “net zero” building to heat and to cool.
- ❖ Additional flood proof on building? The door itself will hold back a certain amount of water pressure.
- ❖ Has solar been considered? It was thought about and considered during the grant application. More studies will be done as to its efficiency at this site during the final design.
- ❖ How was the cost estimated? By using software for detailed costing, that is updated frequently to take into consideration fluctuating material costs.
- ❖ How will this building look versus the rest of the buildings in the village, such as design and height? Because the actual design of the building has not been determined, the group was shown the conceptual design, which would be very similar depending on what type of roof is designed. The height should fit into the character village even though the landscape will be raised.
- ❖ Will there be an increase in water flow because of additional impervious surfaces being created? The answer was no, because the soil will be unchanged other than adding more fill to the small building area; there will be no additional parking created; and the current gravel road will have little or no changes made to it.

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- ❖ In the spring, water collects behind the St. Patrick's Church. Will that affect the project? The answer was no, that area will not be disturbed.
- ❖ Does the school have enough septic capacity to add this building onto it? Yes, McCain Consulting studied the capacity of the school's septic, and consulted with the State of Vt. as well, and determined that there is sufficient capacity. The old town office was on the schools septic system.
- ❖ What about water? The water will be shared from the school, the same as before.
- ❖ Doug Reed said it is important to maintain all of the parking spaces we have now, as that was part of a previous grant agreement. So noted.
- ❖ What would the price of the building be minus the flood proofing? Not much different other than the doors, which have a more robust weather stripping.
- ❖ Even though the building will be raised above the flood stage, it will still be in the floodplain.
- ❖ Raising the building adds to the project cost? That is true, but the flood mitigation will also improve the parking lot, which is in bad shape and need of repair.
- ❖ Some felt the tennis court site should be reconsidered.
- ❖ Possibly re-use the septic pump station at the old building to save money? That will be looked into during the final design phase.
- ❖ During the final design phase, there may be some real savings available.
- ❖ Would we be doing this project if we didn't get the grant? Dianna Costello said that the town office committee talked about this before and decided that yes, they would support this site even if we didn't get the grant, but it would be a harder sell for the voters.
- ❖ Are the trees in tonight's presentation in the budget? Yes. The Schultz's like the tree design and think it will effectively screen the building and the noise.

Tom thanked the town office committee for their hard work over the last two years, and encourages people to vote next Tuesday supporting the project.

**End of the Public Hearing**

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**Other business:**

**Frank Piazza** said if the playground is moving to the other side of the school, it should be screened. Frank thinks that area might be a wetland too. Clark commented that most likely a playground wouldn't impact a wetland.

**Carl Wimble** said since it is not the normal time to vote, the board should think of a way advertise the vote is happening. The board thought that was a good idea and will think how to do that.

**Raymond Munn** said he is hearing people say until we know whether or not the landfill will get a fourth cell, the town office should stay where it is now.

**Clark Amadon re: title search of the parcel for the new town office** - It has been determined that the town owns the property without deed restrictions, but the attorney suggested having the schoolboard sign a resolution and a Quitclaim Deed to "clean" up any ownership questions in the future with the grant, and insurance liability concerns that the schoolboard had. Clark requested that the board accept the attorney's suggestion and ask the schoolboard to sign the documents.

Tom moved to ask the schoolboard to sign the Resolution and the Quitclaim Deed as suggested by the town's attorney and by the town office committee, on the parcel where the new town office will be built. Michelle seconded.

Discussion followed that this will clear up the school's liability concerns about having the town office in the school yard and ownership is just a technicality, so he doesn't think the schoolboard will have a problem signing the documents. This will satisfy any grant questions on ownership when it comes time to requisition the money.

Vote: All were in favor.

**Accessibility Systems Inc invoice** – The town is holding off paying a \$3,177 invoice relating to a new elevator door. There is a question on the invoice as to whether or not all of the work was done by Accessibility Systems, or a second contractor that was hired by the town. Tom is close to getting the invoice reduced to an acceptable amount, but will talk with owner Bob Weber more.

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**Town hall rental deposit** – Michelle reported that she is working with a person who rented the town hall. Their entire deposit was withheld because the trash wasn't taken care of properly, and because the elevator was broken during the event. Michelle has been working with Becky and Cherilyn to get all the information she needs to find out how much of the \$150 deposit is actually due the town, so the remainder can be returned to the renter.

**Tipping fee litigation** – Tom moved to enter into executive session at 9:00 p.m. to discuss information from the town's attorney regarding pending litigation, whereby premature public knowledge would place the town at a substantial disadvantage. Michelle seconded. All were in favor.

Tom moved to come out of executive session at 9:30 p.m. Rae seconded. All were in favor. There was no action taken during the session other than to decide that Tom will contact the attorney tomorrow.

**Sign warrant # 58** was reviewed and approved as submitted.

**TA66 grant Reimbursement for the Mountain Road project** – for \$80,000 was signed. The town should receive the \$80,000 before the end of the year.

Tom moved; John seconded to adjourn at 9:40 p.m.