

Community Center Committee Additional Meeting

January 19, 2015 – Town Office

Attendees: Hilary Anthony, Thom Lanfear, Lynda Gingerich, Jon Silvermoon, Andy Strickland, Anna Scott, Paxton Hoag, Kirk Schultz (via GoTo), Tom Brandt, Charlie Ruff (via GoTo).

Not in attendance: Anna Scott (Happy Birthday Anna!)

Facilitator: Thom

Scribe: Lynda

Meeting convened at 6:01p

AGENDA

- Parking
- Budget
- Review Action Items
- FAQ's

Parking

Thom – Have not heard back from Branch engineering yet on potential traffic analysis. I went to the site with Charlie and measured the HUB gravel areas and by Alice's etc. Measured those spaces and using the county specifications there is room for 59 spaces at the HUB and 48 around Alice's. That's room for a total of 117 spaces in existing areas. That's a good place to start.

Tom – That's for 300 people?

Thom – according to the county, that would be for over 400 people. There are more spaces around but these are easy.

Jon – It depends on if the county will require us to have parking for the outdoor people. Let's say we have 200 people outside.

Thom, Hilary, Andy et al. – We would need 50 more parking spaces. Could we use Dug's Green? Yes, that would be excellent parking. It's close. The only thing is that it brings people close to the neighbor's residence. That doesn't mean we can't use it.

Jon – People currently use the HUB for other things. Does that mean we have to subtract that out?

Thom – You can have a parking lot serve dual purposes.

Thomas – Did you count Zen?

Thom – I did not. I couldn't find out where the septic really is.

Hilary – So that's just kind of a report back of a place to start. It's very encouraging.

Jon – All that parking has been created by people parking there. It's not developed. Is it going to have to be graded and gravel?

Thom – There aren't any standards but we're going to propose something in the application.

Andy – If the parking were in a public area where parking was tight and taking spots away from people. We have private property with tons of parking. I really don't think the statute is aimed at us.

Kirk – Andy is right. You can make your case for why not to pave. We'll still have to put gravel down though. You can't just park in the mud. I think we'll be able to propose gravel and that will be OK. But areas with heavy truck traffic would require more. And handicap will have to be paved.

Thom – You're absolutely right. The county typically doesn't require paving. We'll propose gravel and they'll probably go for that.

Budget

Jon – I've been trying to get Archeology to come up with some numbers. Tom is feeling like he wants the full scope of the project first. He wants to know the exact location of the drain field, parking and the building footprint. I asked if he could come up with just the footprint of the building to get started. His suggestion was to do a sub-surface testing, basically dig holes. There's too much stuff there to do other methods. Basically Tom and Anna and DJ would like a map. (Everyone on the committee wants a map!)

Thom, Jon, Paxton, et al – discussion about how much grading and gravel would be needed for parking and how much this might or might not impact the archeology survey and thus impact cost.

Jon – In terms of timing it would be good to get the survey done this year so we have an idea if anything is out there.

Hilary – I think we're down with that. I talked to him about doing Alice's down to the HUB and we'll need to do an RFP, but he gave me about 10K as something that might be realistic. It doesn't have to be figured out for next Monday's meeting.

Charlie – It can be a GM line item for things we might need this year. Archeology is already there and I would do that as a budget adjustment. Thom and I are meeting with John Stapleton at Pivot next week (Feb. 6) about the greywater piece, and we'll know a lot more at that point about the cost for that. But a lot of this is going to go through adjustments.

Thom – The county permit application is \$2600.

Jon – Once the permit is in, at what point do we go into Design? Will it happen this budget year?

Charlie – I'd like to think it will be this budget year but it's hard to know.

Jon – My question is, the 400K that we have ear marked for the community center, will that be enough to see us through the design phase.

Everyone – Yes. I would hope so!

Jon – My point is that we have enough to go with line item adjustments for this year.

Kirk – I'm trying to think of the things we'll need money for.

Lynda – The items we've identified as potential costs in the past are: Permit application, archeology, septic/water, sound engineer, site plan, traffic/parking. The site plan is for creating the SUP application. I can add another line item for mapping.

Mapping (budget sub-topic)

Paxton – Anna brought the mapping request to the mapping sub-committee of LUMP.

Kirk – It makes sense to me to have a map that includes a tree survey prior to engaging schematic design professionals.

Thom – The trees aren't necessary for the permit application and I'd hate to see it hold things up.

Kirk – Once you're out there we might as well get it done. And we'll need the trees for the parking.

Thom – I'm just concerned about the timing because the mapping we need for the county permit is much less than what we need for the schematic design. We're almost there to turn in the permit for the community center. The parking doesn't have to be that specific. They're concerned about impact to the neighbors. It can be a blob.

Lynda – We decided we would shoot for an April/May timeline for submission of the community center permit.

Paxton - Mapping sub-committee of LUMP has some sophisticated equipment. I'd emphasize to them that we need the community center area data ASAP. We need the map by April and will ask if they can do the trees as well.

Scribe note: Committee later realized that Anna had sent a note saying Jason recommended getting a local company to do this as his company is not local. Paxton will ask the committee for a recommendation.

Hilary – If we're going to tie this back to budget, we probably need a printing budget as well.

Kirk, Jon, et al. – Discussion around having a Design Charrette. Do we need budget for it? It can come out of Board budget. The cost is very minimal. General agreement that we want to have a Design Charrette in the future but will focus on the permit application in the short term. Hopefully by post-fair we'll know if the permit is approved or not and we can start planning the Design phase. Like the idea of having the design session on site.

Charlie – The traffic folks don't think we're going to need a follow up traffic analysis study.

Thom – We're going to want to sit down with the county folks and get them to concur that we don't need the further analysis. We'll have the guy from Branch Engineering come with us. We'll pay him something to accompany us.

Thom – I'm meeting with the Sound engineer this week and will get an idea of what it would take to get an analysis out there.

Jon, Hilary – So we don't have anything for sure but we'll do a series of budget adjustments as we confirm what needs to be done and figure out how much it's going to cost.

Action Items

Owner	Action Item	Status	Updates	Due Date
All	Respond to Thom's agenda emails prior to the meeting if they will not be able to attend	Open		
All	Bring their charrette notes about Program for community center to the next meeting.	Complete	Discussed what type of programming information would be needed for SUP. Additional program information will be needed for fair family	15-Dec-14
Anna	Available to help draft a scope of work for any other consultant engineering or architectural services that may need to be voted on by the BOD	Open		TBD
Anna	Get timeline chart used during the Pivot review to all	Open		16-Feb-15
Charlie	Contact Pivot for more information about water/sep	Open	Jan. 17 - Have a meeting scheduled for Fe	16-Feb-15
Jon	- Jon to contact Archeology for an update and ask if someone could attend one of our meetings to help us understand their process. Also, ask what type of survey they would do and what costs might be incurred. - Provide the Archeology committee with the community center site and size generally so they can start building a work plan	In Progress	Jan. 17 - Archeology needs the detailed map in order to do the survey but they are aware of generally what needs to be done. Jon contacted Archeology and they will put a meeting together. They need the map	1-Apr-15
Lynda	Post announcement on FFN that we need someone with WordPress experience to help with CCC website.	Open		4-Feb-15
Paxton	Call Jason about map. Need detailed good quality map of the proposed site area. Ask LUMP mapping sub-committee for recommendation of someone local to do site mapping work.	Open	Jan 17 - From Anna: Hi all its my birthday and I'm probably otherwise engaged. I do have a report in my action item about Jason and mapping. Short story is that his company is not local. He advises getting a local mapping company and he would help us check out a local consultant to do the site mapping work.	16-Feb-15
Paxton	Paxton to send the link of the video from the September 2013 working session to Bob as we do not have any written notes.	Open		16-Feb-15
Thom	Contact Arthur Noxon and ask about sound requirements	Open	Jan. 17 - Meeting with him this week	16-Feb-15
Unassigned	Add a question to the FAQ regarding the process and	Open	Jan . 17 - Need the timeline from Anna to be able to do this.	TBD
Hilary and Andy	Review the remaining unanswered FAQs and consolidate/edit as needed	Open		16-Feb-15

FAQ

Started working through FAQs but realized that some of the questions are redundant or worded in such a way as to make it difficult to provide a meaningful answer. Because the questions were accumulated in various ways, some are duplicates and some are no longer timely. The decision was made to look at all the questions holistically and edit them to come up with a cleaner, more effective list that still addresses the underlying need for information.

Action Item: Hilary and Andy to review remaining unanswered FAQs and consolidate/edit as needed.

Meeting adjourned at 7:28pm

Next meeting will be on February 16th at 6:00pm.

Draft Agenda Items for February 16

Update on Traffic Report/Parking

Update on meeting with Pivot regarding grey water/septic etc.

Update on meeting with Sound Engineer