

Board Summary/Actions

New member recommendation for Paxton. Letters of interest from Sandra and Jim – Kirk
Community Center line item budget – Tom G.

4000 – KPFF Wastewater Proposal

2000 – Pivot for site plan for the SUP preparation

12000 – 15000 Survey work for both CC site and road vacation

2500 – Permit application package for CC

Up to 5000 – Preparing the permit application

3000-5000 – Road vacation application submittal package

2500 – Road vacation application fee

36K Total using high end for estimates with road vacation included

Community Center Committee Meeting

January 18, 2016 – Town Office

Attendees: Thom Lanfear, Jon Silvermoon, Andy Strickland

Via Go To: Crystalyn Autuchovich, Sandra Bauer, Lynda Gingerich, Ann Rogers, Paxton Hoag, Jim Goettler

Not in attendance: Thomas Brandt, Kirk Schultz, Anna Scott, Charlie Ruff, Tom Gannon

Facilitator: Thom

Scribe: Lynda

Meeting convened at 6:15pm

Agenda

1. Committee Business – Feb 15th Meeting (Note there is a BOD meeting Placeholder on the Site Calendar for the same day)
2. Approval of 12/21/15 Minutes
3. Public Education (Used to be PR) – Anna
4. Budget Update – Tom G.
5. Bids back from surveyors – Thom/Anna

Committee Business

Do we have a quorum?

Thom – Yes, we have a quorum.

Discussion about a potential conflict for Feb. 15th. Conflict was determined to be non-existent.

Approval of 12/21/15 Minutes

Jon – I move to approve the December 21st Community Center meeting minutes. Andy seconded.

Motion passed - unanimous

Public Education (Used to be PR)

Jon – Anna and I met and will have a more detailed report at the next committee meeting. We're trying to put together and publish out a sequence of events line so that people can understand the necessary

steps before we get to the design of the building. We are looking at creating a version for the board with dollar figures and a version for the general public.

Budget Update – Tom G.

Thom – Tom G. talked with Hilary and she said there is money in the budget to do this preliminary work.
Crystalyn – There's another budget meeting on Wednesday where we'll finalize before presenting to the board.

Jon – Are there other expenditures we want to include like archeology?

Andy – It's better to have a placeholder then to add it later.

Jon – But we don't have an estimate for what it would be. A placeholder would be 30k.

Ann – At a minimum. Depending on what went on after that, it could go up in phases.

Paxton – Would that be just for this year?

Jon – That's a placeholder for doing the survey work for archeology.

Ann – It's really hard to say. Now that I have more time I should be able to refine it further.

Thom – At what point do we need that first survey, before or after we turn in the permit to the county?

Jon – It would be wise to do it before. If there's something of great significance there it would probably be cheaper to move the building.

Thom, Jon, et al. – A revision fee for the county is \$2,600. If we have to move the building, that's the fee to the county for the change. General discussion about whether it's better to get the permit before or after the archeology survey.

Sandra – Is archeology required for the permit?

Ann, Thom et al, No. You can't disturb any known artifacts. There are some things identified in the uplands but it's not the area of the site. But the recommendation is usually to look within a mile.

Bids back from surveyors – Thom/Anna

Thom – The surveys proposals ranged from 38K to ~13k.

Lynda – Do we the need the structure locations, utilities and survey boundaries to get the SUP? I'm asking because of Jason's email about the LIDAR. Those are things he called out that the LIDAR does not include.

Thom – A topo survey is required for engineers to evaluate the wastewater requirements. We could go back to the surveyors and ask if the LIDAR is sufficient, but when we go to the actual construction we would still need the topo.

Ann – You would probably also want to validate the LIDAR, look at some points and make sure everything is in the correct place, such as roads or creeks for the property you are looking at.

Paxton – I've been walking the LIDAR, and I think it's quite accurate.

Thom, Jon et al. – General discussion if using the LIDAR would reduce cost and asking the surveyors if the LIDAR would reduce the cost of their proposals.

Sandra – There seems to be a time crunch because of the leaf issue. When the trees are bare, it's easier to do the survey. With more foliage it becomes more difficult and time consuming.

Thom – Shall we pick two firms and contact them about the LIDAR?

Jon – I like the not to exceed part in the one proposal.

Andy – I like that Thom has personal experience with the two lowest bids and they are reputable firms.

Jon – I move that we go with the two lowest bids (Roberts Surveying and EGR & Associates) and ask them if using the LIDAR would decrease the cost. Andy seconded.

Thom – If we're going to do that. How do we get to take action at the budget meeting next week? If it doesn't change their bid should we pick one?

Jon – What the difference?

Thom – Roberts is not to exceed \$17,860. EGR & Associates range from 10,800 to 13,200.

Sandra, et al. – Is the Roberts bid detailed enough to determine he would do the job? General discussion around concerns of sparseness of proposal and trees included. General discussion of timeline and process for selecting a surveyor.

Motion passed - unanimous

Jon – How long will it take to get back with the LIDAR question?

Thom – It could be very quick. If they do get back could we get this to the BOD?

Paxton – Roberts didn't have full information. I like the motion to get more info from the vendors.

Jon, Paxton, Ann, et al. – Discussion of leaving the decision between the two remaining proposals up to Tom Gannon. Also, whether this should go to the Board to authorize the vendor or does the Board authorize the expenditure and leave the selection up to the GM or to the Community Center Committee. The board doesn't need to select the vendor. It's an operations thing.

Thom, Jon et al. – What if we authorize the not to exceed 17k number and Tom can decide which to select. We could also do discussion via email if needed. Determined that we can leave it up for Tom to decide after hearing back about the LIDAR. Then we'll get a survey!

Additional Comments

Crystalyn – I would love to still sit in, but I am removing my request to join the committee because I'm no longer a volunteer.

Ann – I've been asked to join the committee, so I'm going to pursue that.

Action Items

Thom/Anna – Ask Roberts Surveying and EGR & Associates for revised proposal if using LIDAR

Tom G. – Make request for CC line item in GM budget

Kirk – Present report to Board on new members to the committee and add the recommendation to the February (previously January) Board meeting.

Meeting adjourned at 7:58pm

Next meeting will be on February 15th at 6:00pm at the town office.

March meeting will be March 21st

Draft Agenda Items for February 15th, 2016

1. Approval of Minutes
2. Public Education – Anna
3. Budget Update – Tom G.
4. Response from surveyors on LIDAR follow up – Thom/Anna