

Town Hall Rehabilitation Project
Committee Meeting
October 21, 2014

Attending: Patty Cohen, Dave McGuckin, Etoile Hoezaepfel, Lorn Buxton, Rodney Rowland

New Castle staff notes -

1. Interconnecting door from office 1 to office 3
2. Size of office more evenly split. Can these walls be moved to do this?
3. Small first floor meeting area to have comfortable seating area at one end.
4. Office 1 to have gate between public area and staff area
5. Carry lockable, fire rated cabinet 4' x 3' for staff use. Location undetermined
6. Can janitorial area be under new stairwell?

LCHIP (Etoile)

Register project-Rodney (**Action Item**)

Review 2014 grant awards to see what worked

Watch for LCHIP Program funding updates given election

Does Historic Structures Report need to be updated for grant?

Catherine to provide project scope and cost for exterior work (**Action Item**)

Evidence Room (Dave McGuckin)

Chief Don White will vacate current evidence room. He is working with fire department to use part of mezzanine and will provide cost estimate for project budget.

Energy Efficiency (Patty Cohen)

Patty will talk to Energy Committee about their role (**Action Item**)

Archivist- with the funding available this year we will hire an archivist to inventory the collection and come up with storage recommendations. Patty continuing research on potential candidates (**Action Item**)

ADA Ramp- can it access the east side entrance and not in back? Lower elevation change. (**Catherine**)

Next Meeting: November 18th at 9:00 at the Town Hall to get updates on action items

Project Timeline-

vote on bonding 5/2015, funding available 3/2016?
LCHIP due 6/2015, funds available in 1/2016
construction documents due 3/2016
Bid Process complete 4/2016
office relocation 5/2016
construction commences 6/2016
construction complete 4/2017