

Town of Londonderry, Vermont
Town Hall Renovation Committee
Meeting Minutes
Friday, January 6, 2023
Town Hall – 139 Middletown Road, South Londonderry, VT

Committee Members Present: Lawrence Gubb, Mary Adams Lines, Sharon Crossman and Vincent Annunziata.

Committee Members Absent: None.

Others in Attendance: Town Officials – Town Administrator Shane O’Keefe. Others – Project Engineer Chris Cole, P.E.

1. Call meeting to order

The meeting was called to order by Larry Gubb at 2:39 PM. It is noted that only Gubb was present at the Town Hall, and all others participated remotely.

2. Additions or deletions to the agenda

[1 VSA 312(d)(3)(A)]

None.

3. Review and discuss proposal for structural improvements and construction manager’s recommendations.

Chris Cole told the committee that he had followed up with Engineering Ventures’ structural engineer Matt Ernst in order to confirm Ernst’s evaluation of the components that All Seasons had based the scope of work in their proposal. Those work areas for structural improvements were: the balcony lobby floor and the balcony floor. Cole recommended that we move forward and award contract to All Seasons based on their proposal of 12/2/22 in the amount of \$36,441. Larry made a motion to recommend to the Selectboard to approve the All Seasons proposal, as approved by Engineering Ventures. Sharon seconded. It passed.

4. Discuss remaining work of structural engineer.

Chris Cole went on to discuss the third component of the preliminary design work that needs to be completed by EV in order for All Seasons to continue with their work: the truss work supporting the balcony. EV acknowledged that they will continue with the design document by:

Coordinating logistic items for access into roof area/wall columns

Scheduling a site visit to review and finalize plans

Have All Seasons review and provide cost proposal for balance of structural work at truss/balcony supports

5. Discuss potential concerns and impacts on use of the Town Hall during structural work.

Use of the Londonderry Town Hall during structural renovation will be discouraged. Use of the Londonderry Town Hall for Town Meeting on March 7, 2023 in particular is dependent on the

seating issue, the heating of the building, and the efficiency with which work is performed by All Seasons.

6. Discuss storage and/or disposition of the existing balcony seats.

The stockpiling of the Balcony seating after their removal was discussed. It was determined that if the seating and their potential renovation cost could be evaluated prior to All Seasons removing them from the balcony area, then the committee could make a judgment as to whether they should be removed to the dump or taken elsewhere to be renovated. This approach seemed efficient and cost effective. Mimi Lines offered to talk to our Preservation Trust officer to have them evaluate their possible repair (and a vendor to carry out that renovation) vs sources for appropriate replacement with a newer model.

7. Review and discuss roof repairs and replacement work as well as any other recently completed work.

8. Other matters

Chris Cole brought up the permit issue. Currently we have a permit from the VMS project that Cole filed ages ago but with no contractor's name on it. He suggested two possibilities to deal with the permit issue:

- we leave it open and add to that permit with this new job to be performed by All Seasons
- we close it out and start a new one that All Seasons files

Chris Cole wants to ask the Selectboard for \$40,000 for contingencies. We also need to discuss with the Select Board the heating of the building during All Seasons' construction schedule.

Chris also reminded us we will get a BDCC grant for \$7000 once the trusswork is completed

Chris mentioned that once the EV design for the trusswork is completed, we need to get an estimate for the work from All Seasons.

Mimi also questioned whether the All Seasons Balcony and Balcony Lobby flooring bid included floor refinishing? Since it did not, we have to get a bid from AS for sanding and one coat of finish (which they will sub-contract out) before re-installation of the Balcony seating. We will then have to write into the contract for the trusswork that the floors need protection during work to be performed.

Sharon commented about prioritizing the next phase of work on the Londonderry Town Hall and revisiting the assessment and future costs:

Restoration or replacement of historic windows/ storms

Insulation of the building envelope

9. Schedule next meeting.

TBA

10. Adjournment.

Sharon Crossman moved to adjourn the meeting, seconded by Mimi Lines. The motion passed unanimously. The meeting adjourned at 3:28 PM.

Respectfully Submitted,

Mimi Lines

Approved _____, 2023.

TOWN HALL RENOVATION COMMITTEE

Larry Gubb, Chair