

Bristol Space Needs Committee
October 24, 2016

Minutes

Present: Nik Coates, Burt Williams, Ned Gordon, Ben LaRoche, Barbara Greenwood, Jeff Shackett, and Michael Lewis.

Absent: Susan Duncan, Sandra Heaney, Dave Carr, and Paul Manganiello.

Others Present: Steve Favorite.

The meeting was called to order at 7:00 by Chair Ned Gordon.

Burt Williams made a motion to approve the minutes from October 18, 2016, seconded by Barbara Greenwood. The Committee voted 7-0 to approve the minutes as amended.

Nik Coates said that the October 17, 2016, meeting minutes are not yet completed. They will need to be voted on at the next meeting.

Discussion:

Ned Gordon recapped the October 18, 2016, public hearing. He felt the general mood of the 40 or so attendees was supportive of the approach the Committee has taken. Committee members concurred with that sentiment. But now the question is, where do we go from here?

The next step is that the Committee needs to draft its report to the Select Board and present it to the Board on December 1. The Committee agreed with Barbara Greenwood's suggestion that the report should follow the outline of the PowerPoint presentation at the public hearing.

Barbara Greenwood said there is still a question about whether the report should recommend the Town Office/Police Department project should be design-build in one year or if it should be design one year and then build in a second year. Architect Brackley Shaw's preference is to do design-build. She said that a lot of people she's talked to in the community were inclined to go with a Town Office on the Smith Lot and that they would like to see the Town build the Town Office and Police Department in 2017.

There was discussion about what the future of the committee would be after its official Town Meeting charge ends on December 1. Ben LaRoche said he'd like to see the Committee stick together with an updated charter so that work can continue on all of the needs the Committee has identified (Fire Department, Transfer Station/Highway Department, etc.) All agreed.

Burt Williams said the top priority should be the Transfer Station. We don't want to lose sight of that. It's very important. Nik Coates said that the Transfer Station project has been identified as a priority by

the Select Board and the good news is that it has a track because of the payments the Town is receiving from the closure of the Coop. The last payment is expected in 2017 or 2018, but the amount is unclear right now, but the Coop board meets around Thanksgiving and will have more information for its member towns. There is currently \$160,365 in the revolving fund, which provides a good start for the project. At the November 3 Select Board meeting, Mark Bucklin and Town Engineer Mike Vignale will be providing a presentation on where things stand with the design.

Nik Coates said that the Select Board discussed some next steps at its recent meeting and one thought is that a smaller group of the committee would stay together and work with the Select Board because designing buildings by a committee of 11 could become very challenging. Ned Gordon said he can understand that. The benefit of keeping the Committee together is that it is a non-political group which will allow it to keep an open mind during its work. The Committee wouldn't be designing room by room. It will be the architect who will be working directly with the Select Board, staff and the Committee.

There was more discussion on the question of design-build versus design then build. Ned Gordon said that he'd rather see Brackley work to get everything in order and ready for the Select Board in first year and have the project ready to bid out, then build in the future. Barbara Greenwood said Brackley is loved by the community and there is a lot of momentum now and that the project should be design-build together. Jeff Shackett asked, what do we put in the 2017 budget? Ned Gordon said there should definitely be a warrant article in 2017 for demolishing the Smith Lot building. All agreed. Ned Gordon also said there should be a separate warrant article in 2017 for architectural design and have the project ready to bid for building in 2018. Ben LaRoche said it is best to have financial numbers out there for the public in year 1. Ned Gordon added that we need to look at firming up the options and to plan those out. Burt Williams asked if we could get some dollar figures for how much it would cost for the architectural design and site preparation to a point where we could bring it forward in a warrant article. Nik Coates said he can talk with Brackley and see what Brackley could do. Jeff Shackett asked, how did it work with the Library project? Was Brackley the clerk of the works? Barbara Greenwood said that Brackley served as the project manager and oversaw the whole project. Burt Williams said that it would be important to have an architect to be the go between for the Town and the contractor.

The next meeting will be **Tuesday, November 15, 2016 7:00PM at the Old Town Hall.**

Action Items:

Public Comments:

Adjourn: Michael Lewis made a motion to adjourn, seconded by Barbara Greenwood. The committee voted 7-0 in favor of the motion.

Respectfully Submitted,
Nik Coates