## Town of Stow

# Town Hall Restoration Committee

# Meeting Minutes

November 11, 2020

1. Call to order

Doug Hyde called to order the regular meeting of the Town Hall Restoration Committee at 7:02 pm on November 11, 2020 via a video conference call.

1. Roll call

The following people were present:

Committee Members: Doug Hyde, Megan Birch-McMichael, Andy Crosby, Ed Deluca, Arnie Epstein, and Atli Thorarensen

Missing: Cortni Frecha

Others Attending: Jonathan Daisy, Stow TV; Don Mills, Mills-Whitaker, and Chris Schaffner, Green Engineer

1. Green Requirements and Applying for Green Grants
   1. The Committee discussed with Chris Schaffner and Don Mills the process of evaluating the building to determine the costs and benefits of using various green technologies as well meeting the requirements for the Green Community grants.
   2. Chris Schaffner leaves at 7:29 pm
2. Mills Whitaker Contract Review
   1. The Committee and Don Mills reviewed the contract previously provided to the Committee by Don. In response to questions from the Committee Members, Don Mills clarified items in the contract.

Don Mills left at 8:01 pm

* 1. Megan Birch-McMichael made, and Ed Deluca second, a motion to authorize the Town Administrator to finalize the contract for design work with Mills-Whitaker. The motion passed unanimously.

1. CPC Application
   1. Doug Hyde spoke with Vin Antil about the Committee plans to submit an application for CPA funds for Town Hall construction work to be voted on in the 2021 Town Meeting. Doug requested assistance in drafting the application. Atli Thorarensen and Andy Crosby volunteered to assist with the application and Doug planned to request Cortni Frecha to review the application as well.
   2. Doug will send the application to CPC and the Committee will plan to hold a joint meeting with CPC to discuss the application.
   3. Megan Birch-McMichael reported she has spoken with State Representative Kate Hogan about assisting the Committee in finding additional funding sources. Representative Hogan requested more details on what the Committee needed so she could properly direct her staff. Megan will respond back to Representative Hogan with more details.

Megan Birch-McMichael and Jonathan Daisy left the meeting at 8:24 pm.

1. Adjournment

Ed Deluca made, and Arnie Epstein seconded, a motion to adjourn the meeting. The motion was unanimously approved. The meeting adjourned at 8:25 pm

Minutes submitted by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Andrew B. Crosby

Minutes Approved on: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_