## Town of Stow

# Town Hall Restoration Committee

# Meeting Minutes

September 17, 2020

1. Call to order

Doug Hyde called to order the regular meeting of the Town Hall Restoration Committee at 7:00 pm on September 17, 2020 via a video conference call.

1. Roll call

The following people were present:

Committee Members: Doug Hyde, Megan Birch-McMichael, Andy Crosby, Cortni Frecha, and Atli Thorarensen

Missing: Ed Deluca and Arnold Epstein,

Others Attending: Jonathan Daisy, joined at 7:25 pm

1. Discussion on Grants and Private Donations
	1. The Committee discussed various means to get supplemental funds for the construction phase of the Town Hall. The Members discussed applying for the MA Historical Preservation Grant, ADA grants, Green Community Grants and the Cultural Fund. Andy also mentioned that there was a Public Space fund, which may be appropriate. Andy Crosby will send Doug the link so he could review it.
	2. Megan Birch-McMichael informed the Committee that there were some requirements for the ADA grants that Stow has not yet met. The Members agreed that the Committee needed to meet with the Select Board to discuss the ADA grant requirements to see if the Select Board will approve the required changes. Doug Hyde will contact the Select Board to have this topic added to the next Select Board Meeting.
	3. Atli Thorarensen noted that many of these grants had fast approaching application due dates and we needed to submit applications quickly in order to be considered.
	4. The Committee also discussed approaching Representative Kate Hogan and State Senator Jim Eldridge for assistance in getting state funding for the Town Hall Restoration. Megan Birch-McMichael will contact Representative Hogan.
	5. The Members also discussed how best to solicit private donations. The Members agreed that this was best accomplished by a non-profit organization. Atli noted that he had contacted the Stow Historical Society, but the Society had decided it could not assist in fundraising.
	6. The Committee then discussed the potential of creating a “Friends of the Town Hall”. The Member recognized that to successfully launch a Friends organization, there needs to be a core group of enthusiastic residents to found the organization. Cortni will contact a number of people to determine the level of interest in establishing a Friends organization.
	7. Jonathan Daisy joined the meeting at 7:25 pm
2. Stow TV
	1. Jonathan Daisy informed the Committee that Stow TV was very interested in relocating to the basement of the Town Hall. The current Town Building space was too small. Stow TV would like to have as much of the basement as would be available.
	2. Jonathan Daisy also informed the Committee that Stow TV was interested in help fund the restoration by paying for new A/V equipment and the basement buildout.
	3. The Members were very enthusiastic about the opportunity of working with Stow TV and advised Jonathan Daisy to go to the Select Board to get their approval.
	4. The Committee discussed the Stow Historical Commission’s interest in having an office in the basement. Andy Crosby informed the Committee he had suggested to Dot Spaulding, the Commission chair, that she meet with the Select Board to discuss the Commission’s need for office space.
	5. Jonathan Daisy left at 8:06 pm
3. Mills Whitaker Contract Discussions
	1. Contract discussions have started. Doug Hyde has been exchanging e-mails with Mill Whitaker (MW) discussing project details and answer questions. MW recommends the town have a property survey done as this will provide information needed for the design work. Doug Hyde asked them to include that in their proposal.
	2. Doug Hyde also informed the Committee that the new Town Administrator, Denise Dembkoski, has reviewed the standard town contract and has approved it.
4. Approval of Minutes
	1. Cortni Frecha made, and Doug Hyde seconded, a motion to approve the 9/10/2020 minutes. The motion was approved unanimously.
5. Design Focus Discussion
	1. Doug Hyde stated his concern about the different opinions on full restoration of the Town Hall. He stated he felt strongly that the Committee needed to focus on and support a design process that assumed full restoration.
	2. The Members agreed that the Committee needed to move forward with a focus on full restoration while working with MW to understand the cost of doing the minimum required to save the building and the additional cost of doing the full restoration. The Members agreed that the additional cost of a full restoration is very likely to be relatively small compared to the required restoration when factoring in state requirements.
6. CPC Bonding for Project
	1. Doug Hyde mentioned MW commented on their perception of a reluctance in CPC to bond projects. MW felt that bonding allowed towns to better allocate funds and minimize the immediate impact of large projects on the CPA fund.
	2. Cortni Frecha agreed that is a topic the CPC should discuss.
7. Adjournment

Megan Birch-McMichael made, and Cortni Frecha seconded, a motion to adjourn the meeting. The motion was unanimously approved. The meeting adjourned at 8:24 pm

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

 Andrew B. Crosby

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