# Town of Stow

# Town Hall Restoration Committee

# Meeting Minutes

March 6, 2019

1. Call to order

Doug Hyde called to order the regular meeting of the Town Hall Restoration Committee at 7:00 pm on March 6, 2019 at the Stow Town Building, Lower Floor.

1. Roll call

The following people were present:

Committee Members:

Doug Hyde, Chairman, Tom Ryan, Vice Chair, Andy Crosby, Ed Deluca, Arnold Epstein, Cortni Frecha

Not Present: Atli Thrarensen

Note: Andy Crosby is now representing the Stow Historical Commission and Cortni Frecha has joined the Committee to represent the Community Preservation Committee. Atli Thorarensen has been appointed to the Committee by the Finance Committee. Atli had not been sworn in as of the date of this meeting and did not attend the meeting.

Also Present: Richard Donahoe, CBI and Ann Needle, Stow Independent

1. CBI Existing Conditions Report
	1. Richard Donahoe met with the Committee to review the Existing Conditions report generated from the inspections completed by CBI and its subcontractors. The members agreed that the report was generally very good and complete. They questioned the amount of asbestos shown in the ceiling of the main floor. 4000 sq ft seemed very high. The Committee requested this be reviewed.
	2. The members and Richard Donohoe also discussed the status of the Site Survey. Richard informed that the survey was complete. The Committee requested that the report be included in the final version of the report.
	3. Richard Donahoe and the Committee also discussed the fact that the current bathrooms do not meet accessibility standards, the potential need for fire suppression, accessible bathrooms in the basement and an elevator or a LULA to allow accessibility between the floors.
	4. Arnie Epstein asked for an update on his request to CBI for input on the potential energy savings from the installation of heat pumps. The Sustainable Stow Committee is working on an application for funding for installing heat pumps into the Town Hall and needs this information to complete the application. Richard Donahoe was going to follow-up on the status of the request.
	5. The committee agreed to invite Steve Watchorn to the next meeting to begin the next phase of the design study, which is to define use of the building and create preliminary plans and costing for the construction phase.
	6. The Committee requested that CBI finalize the Existing Conditions Report and send the report back to the Committee for final review and approval.
	7. Richard Donahoe left the meeting at 8:20pm
2. Town Hall Historical Spaces
	1. The committee discussed the potential that the Stow Historical Society will be given most of the basement and potentially one or both of the offices near the main entrance of the building for historical display and storage and how that impacts the current effort to define building uses and the design of the building.
	2. Doug Hyde and Andy Crosby informed the Committee of informal discussions between individuals from the Library Trustees, the Historical Commission, Stow Historical Society and a Selectman on the status of historical displays in general and specifically the Whitney Room in the Library. Both Doug and Andy are involved in these discussions. The results of these discussion could have an impact on the final design of the Town Hall. The members were concerned that these discussions could delay the restoration project.
	3. Tom Ryan noted that the Committee may want to move forward with the assumption that the basement will be completed up to a “ready to use” state and then it can be finished at a later date once the use has been determined.
3. Next Meeting
	1. The next meeting is scheduled for March 27, 2019. Doug Hyde will invite Steve Watchorn to discuss next steps.
4. Adjournment
	1. Tom Ryan made and Ed Deluca seconded a motion to adjourn the meeting. The motion was unanimously approved. The meeting adjourned at 9:05pm.

Minutes submitted by: Andrew B. Crosby

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