

**Town Hall Building Committee**  
**April 6, 2021**  
**Virtual Meeting via Zoom, 5:00pm**

Present: Phil Lehr (Chair), Sam Wakeman, Mark Cameron, Gerhard Lubitz, Carolyn Coffey, Josiah Stevenson, Tucker Meehan, and Wayne Sawchuk

Also attending: Michelle Leary, Jason Federico (Town of Cohasset)  
Steve Kirby , Jon Lemieux (Vertex)  
Stew Roberts, Phil O'Brien (Johnson Roberts)

The meeting was called to order at 5:03 pm.

Johnson Roberts (JRA) Shares Revised Basement Plans

- JRA prepared revised basement plans designed to improve usability of the space per feedback of the Committee
- Revised plans incorporate a drop to the floor elevation of 2 feet to obtain full height ceilings which would enable greater use of the space. Estimated cost of dropping floor is \$43k. General sentiment within the Committee that this would be money well spent.
- Suggestion from M. Cameron and S. Wakeman to move as much mechanical from new structure to Old Town Hall structure. Reasoning is twofold, 1) increase flexibility for future use of basement space and 2) maximize potential use of CPC funds.
- General discussion regarding natural light in the basement. C. Coffey suggests moving Safe Harbor space to obtain natural light.
- J. Federico notes that town IT equipment is located in the senior center and does not need to be housed in Town Hall.

JRA Shares Revised Second Floor Plans

- JRA prepared revised second floor plans move TV studio to the front of the Old Town Hall structure per previous conversations with the Committee.

JRA Shares Revised Town Hall Site Plans

- JRA prepared revised site plans to provide for 64 parking spaces (same as previous plans) to address grading of the site and accessibility to Town Hall.
- JRA leads discussion of elevations and walkways around the building. J. Stevenson raises question re: need for pathway from fire exit to sidewalk. JRA believes pathway is required, but will confirm and in any event will design pathway so it is not mistaken as an intended entrance to Town Hall.
- General discussion by Committee regarding the desire to have a drop-off box for property tax payments in the parking lot. C. Coffey suggests placing a drop-off box in one of the islands. JRA indicates that this will require revising the current site plans for one-way traffic and agrees to provide revised plans to the Committee incorporate this change.

Finalize Programming of Town Hall

- Vertex asks Committee if comfortable finalizing programming based on current building plans. W. Sawchuk asks if changes will still be permitted to mechanicals and Vertex/JRA confirm. Vertex informs Committee that finalizing programming means stairs and general structures would be considered “fixed”.
- Vertex tells Committee to think of the plans as 20% of the final vision. Many more decisions re: materials, colors, and other design decisions to come. Think of these plans as what we will share with community to show overall direction of the Town Hall structure.

#### Motion to Approve Schematic Design

- Motion was made and approved unanimously “to approve the schematic design as presented by Johnson Roberts to the Town Hall Building Committee on April 6, 2021 as the design to be pursued and presented going forward.”

#### Design Costs for Annual Town Meeting

- P. Lehr raised question of what the current request amount of \$700k covers.
- M. Leary states that the amount is intended to cover design, but not construction and administration. Vertex notes that the current amount does not cover costs associated with a test well for geothermal.
- M. Cameron suggests that Committee should add \$50k to the requested amount to cover test well.

#### Motion to Increase Requested Amount at Town Meeting to \$750k

- Motion was made and approved unanimously “to put article on the warrant to request \$750k to continue design work.”

#### Upcoming Meetings with Select Board and Other Committees

- Committee discusses joint meetings with Select Board, Advisory Board and other committees.
- General approach: 1) Show programming at a high level. 2) Show overall budget to date and show how fees come into picture. 3) Give baseline of what costs would be if we did renovation of old building and not new construction.
- Committee discusses presentation for upcoming meeting with Advisory Board. Focus on design of building, cost and then also cost of renovation of old building. Questions have been raised about COVID and work from home. The Committee does not believe this is within its purview.
- Vertex to update budget slide to account for changes to basement plans.

#### Grant Opportunities

- M. Leary opens conversation with the Committee to discuss grants that are available for historic renovations. Vertex indicates that typical energy incentive are more structured as rebates and we should be thinking about \$10k’s and not \$100k’s. In addition, historical preservation restrictions sound appealing, but need to be careful since they can lock down your future flexibility.

- C. Coffey notes historical grants probably would not reduce tax-payer burden would probably just offset CPC funds.
- P. Lehr states that the Committee will continue to look into available sources of funding and notes that there may be State funds pushed out by Gov. Baker out on the near horizon.

### Social Media

- T. Meehan updates the Committee on social media presence. Initial posts getting good engagement. Questions are being raised on Facebook regarding accessibility, doorways and parking. Last post included pictures and next post to emphasize the historic restoration. Future posts to describe the process we have gone through. Looking at renovations before moving to rebuild.
- Committee reviews comments posted on Cohasset 143 and discussed adding an FAQ section to address recurring concerns.

Next meeting will be Tuesday, April 13th at 5:00pm.

The meeting adjourned at 6:40pm.