

Thursday, February 1, 2024

## Town Office Committee

### Minutes

#### RFP

Curt spoke with gBA.

They are not planning to submit an RFP for this project.

They also do not want to be involved in the presentation of the project for town vote

RFPS are due Monday, Feb. 5 at 5:00 at North Hill offices

Curt will request that North Hill sends them to us at the Town Office Building as well

#### TOWN APPROVAL

We will not include this project with the ballots for town meeting, but will wait until after the budget has been approved for a vote on the Town Office Building

We will also wait until closer to that date for informational meeting(s)

#### FURTHER WORK BEFORE APPROVAL

We need to get further information regarding the elevation at the floor level of the current building

This level needs to be at least 2' above base flood level per zoning ordinance

Curt will contact Tom Otterman to take elevations and include them in our survey information

David says that he also needs to complete the FEMA elevation certification form

Lisa suggests that we meet with the DRB to apply for a Conditional Use Permit for the project

Find out if the DRB will permit the project given flood plain issues

Go for informational meeting with DRB at their February meeting and fill out application to present at March DRB meeting

COST OF PLANNING WORK THUS FAR

Shelby asked what the town had spent on this project up to now.

The approximate figures as we know them are:]

|                             |                                  |   |
|-----------------------------|----------------------------------|---|
| Renovation committee 2020   | 4,900                            |   |
| Second Ren. Comm. 2021      | no expenses                      |   |
| Contract for current comm.  | 12,700                           |   |
| North Hill                  | 7,400 (state grant, not town \$) |   |
| Otterman (surveys)          | 3,450                            |   |
| Lawyers                     |                                  |   |
| Trottier (for town)         | 1,500                            |   |
| Mark Hall (for Morgan Smith |                                  |   |
| ? (for Susan Cloke)         | 800                              | ? |

This comes to a sum of \$30,750 up to now.