

Newbold Building Committee Minute

December 17, 2020 Newbold Town Hall 4 PM

Present: Jim Staskiewicz, Chairperson, Kim Gauthier, Mike McKenzie, Kim Harron and Jackie Cody, Secretary

Melody Hamlin, Funktion Design Consultant

Meeting Called to Order: 4:00 PM by Chairperson Jim Staskiewicz.

1. Chairperson Staskiewicz verified the meeting had been properly noticed to the public.
2. Kim Gauthier moved to accept the 10.12.2020 meeting minutes as printed. Seconded by Kim Harron. Approved.
3. Melody Hamlin, Consultant, Funktion Design, led the discussion for finalizing the renovation design of the present townhall. Through discussion the following changes were suggested:
 - a. The vestibule be enlarged leading to the downstairs to at least 8 feet to accommodate moving of bulky objects.
 - b. Confirmed outside of the building would be a mix of concrete block and metal building materials much like the fire department exterior for continuity and aesthetics.
 - c. Confirmed the floor in the unoccupied part of the town hall would be demolished and a new floor poured to the height of the floor in the occupied section of the townhall.
 - d. The roofing system will again be assessed during time of construction whether a slight pitch should be constructed. This would be at an additional cost of \$90,000. No formal commitment by the committee to including the additional dollars in the probable construction cost.
 - e. The foundation will be damp proofed to address the build up of moisture in the basement. Sump pump would be in the present location if need be. Drain tiles will be installed to lead the water away from the foundation to further ameliorate the current moisture problem.
 - f. Bathroom renovation expense is anticipated to be paid for partially or totally with the \$187,691.00 in grant money from the Oneida County Economic Development Corporation.
 - g. Adjusted lower the dollar amounts for kitchen appliances and office furniture from \$35,000 to \$22,000. A commercial lite refrigerator and freezer could be considered versus residential models. The adjustment was necessary to accommodate the expense of interior wall furring and stair/railing system that were not included in the cost estimate for interior construction.
 - h. The cost of the townhall renovation is \$1.4 million dollars. The town shop with upgrades \$2.7 million. The former elementary school renovation is \$2.6 million without the purchase price of the school.
 - i. Outdoor plans for a pavilion with attached prefabricated toilet rooms was reviewed by the committee. The cost was \$364,580.00. The committee wants

to go forward on the pavilion project in the future applying for grant(s) for the construction cost. This decision not to include it in the referendum question was based on concerns of referendum passage.

- j. Confirmed the dates of March 9 and 16 for two public presentations each day at 3 PM and 6:30 PM as recommended in the 10.12.2020 minutes. The meeting location is, as was recommended in the minutes of 9.2.2020 meeting, to be at the Newbold Fire Department in the fire truck bays.
 - k. Melody was assured audio and video equipment are available for both dates.
 - l. All presentation materials will be available on the town website after the initial presentation on March 9, 2021.
4. Presentation Materials:
- a. Three draft ballot questions were viewed and discussed by the members.
 - i. The ballot wording will be adjusted to state townhall renovation and cost then town shop and cost.
 - ii. Background information for the adjusted order to ballot: The Building Committee has changed since its inception in 2016 from Townhall Renovation Committee to Town of Newbold Building Committee. The project started with a focus solely on the townhall. As the committee began to understand the needs of the town shop it too was included.
 - iii. It was decided to present electors with two questions. The draft questions will be emailed to committee members for review and revision before the Monday, January 4th 4:30 meeting. One question will be the total cost of elementary school renovation and upgraded shop for a total of \$5.5 million. The second the renovation of townhall and upgraded shop for a total of \$4.1 million.
 - iv. Kim Gauthier informed the committee a person(s) has voiced to the town board the desire to separate the town hall and shop into two questions. Committee felt this would not result in a townhall renovation.
 - b. Town Treasurer, Jodie Hess, will be asked to calculate new assessed tax per 100,000 home value for the January 4th meeting.

5. PowerPoint Presentation:

- a. The slides will be arranged so townhall and school information is before town shop information.
- b. The number of slides will be trimmed to meet a 40 minute presentation with questions during the presentation as well as a 30 minute question period following the presentation.
- c. Decision has not been reached whether some of the slide information will be displayed in large posters for attendees to view prior and after the meeting.
- d. No conclusion was reached on the content of a handout.

6. Town of Newbold—Board/Building Committee Assignments for January 4th meeting.

- a. Determine which committee member or town board official will introduce members and a synopsis of the committee origin and work.

- b. Be prepared to finalize ballot questions to recommend to the Newbold Town Board following the meeting.
 - c. Determine if there is to be a content mailer or postcard notification.
 - d. New tax assessment figures from the Town Treasurer.
 - e. Confirm the Newbold Town Board will hear and act on building committee recommendations following the Building Committee meeting on January 4th.
7. January 4th Agenda Items:
- a. Who will be presenting a synopsis of the building committee work.
 - b. Finalize ballot questions.
 - c. Elector notification and hand out information
 - d. New tax assessment numbers
 - e. Committee vote on recommendations to the Newbold Town Board
 - f. Community communications in the intervening months prior to the public meetings of March 9 and March 16, 2021.

Submitted by Jackie Cody
December 17, 2020