South Hero New Town Hall Building Committee Meeting Minutes

Date: Monday, April 28, 2025
Time: 4:00 PM
Location: 38 Community Lane, South Hero, VT
OR Zoom Meeting ID: 814 1959 0978, Passcode: 660440

Committee Members Present:

- Kathleen Swanson, Chair
- Nate Hayward, Secretary
- Matt Reed
- Anne Zolotas
- Jill Lowrey

Committee Members Absent:

- Phil Scott, Vice Chair

Members of the Public Present:

- None

I. Introductions

- Members present introduced themselves.

II. Review and Approval of Agenda

- The agenda for the meeting was reviewed with no edits.

III. Review and Approval of April 21, 2025 Meeting Minutes

- The minutes from the April 21, 2025 meeting were reviewed and approved.

IV. Project Timing and Costs

- The committee continued working on the project schedule and anticipated funding needs. Matt Reed reiterated his previous estimation that design development and construction documents could be completed by the end of August.
- Further discussion ensued regarding the specific monetary needs associated with each stage of the project to better prepare for discussions with the Vermont Bond Bank or local commercial banks. This will be a continuing topic at future meetings.

V. Plan Next Steps

- Review of revised plan options: The committee revisited the revised plan options previously discussed, focusing on their implications as the project moves beyond the schematic plan level.
- Committee thoughts/feedback: Members shared their thoughts and feedback on the current plans, raising various points for consideration as the design progresses.

- Possible changes to the stairs: Initial discussions took place regarding potential changes to the design of the stairs within the new town hall. Different configurations and accessibility considerations were briefly touched upon.
- Options for second level: The committee considered options for the second level, specifically regarding the potential inclusion of more mechanicals and possible ductwork to accommodate fully ducted air source heat pumps and an Energy Recovery Ventilator (ERV). The implications of these options on space and budget will be investigated.
- Continue finalizing site plan, floor plan, and elevations: The committee agreed to continue the process of finalizing the site plan, floor plan, and building elevations, incorporating the feedback and considerations discussed during the meeting.

VII. Public Comment

- None

VIII. Adjournment

- The meeting was adjourned at approximately 5:00 PM.