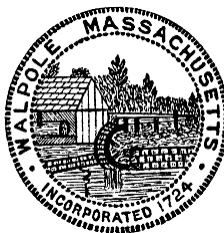


Members

Richard Pilla, Chair
Cliff Barnes, Vice Chair
Christine Cochrane, Secretary
Ron Fucile
Beth Pelick
Mark Trudell
Roger Turner



Town Hall Re-Use Committee

Walpole Town Hall
135 School Street
Walpole, MA 02081

<http://www.walpole-ma.gov/town-hall-re-use-committee>

A meeting of the Walpole Town Hall Re-Use Committee was held on May 16, 2017 in the Executive Conference Room in Walpole Town Hall.

The following members were in attendance:

Richard Pilla, Chair
Cliff Barnes, Vice Chair
Christine Cochrane, Secretary
Ron Fucile
Beth Pelick (6:55pm)
Mark Trudell
Roger Turner

The following guests were in attendance:

Thomas Gregory, Assistant Town Administrator

Richard Pilla called the meeting to order at 6:35pm.

Mr. Gregory states Michael Keefe has stepped down from the Re-Use Committee to be on the Permanent Building Committee.

Mr. Pilla makes a motion that Roger Turner becomes a full voting member of the Re-Use Committee. Mr. Barnes seconds the motion. **The motion is approved 5-0-0.**

Review and Vote to Approve the Minutes of April 18, 2017:

Mark Trudell makes a motion to accept and approve the minutes of 4/18/17. Cliff Barnes seconds the motion. **The motion is approved 6-0-0.**

Mr. Pilla presents a Project timeline as a working document to the Committee. The goal is to have a Preliminary Report completed for the BOS and TM for the Fall 2017 Town Meeting.

Receive Preliminary Reports from Subcommittees

1. Environmental Assessment - Thomas Gregory states the cost would be approximately \$5000.00 and James Johnson, the TA reports there is no funding source for this assessment. Mr. Pilla states this is too high of a cost for a Phase 1 Assessment and possibly the town could get someone to perform this pro bono. A Phase 2 where paint and tile samples are taken, borings are done will increase the cost when equipment is brought in. Ron Fucile states the committee should wait on expending funds until the Public Input Session and review of, has been completed. Mr. Gregory states the committee can get a real bid and then run it through the Capital Budget process. Mr. Pilla states we need to have the Environmental Reports along with the Building Audit so we do not have holes in the Preliminary Report. Mr. Trudell suggests asking EDC and Robin Chapell for an Environmental Assessment of the Old town Hall.
2. Building Audit - Financial/Physical Review - Cost to Operate, Utilities, Code Compliance, etc. Mr. Barnes and Mr. Trudell - A 7/1/17 deadline to have this complete is realistic. Mr. Trudell suggests Walpole Building Commissioner review the Old Town Hall for code violations.
3. Highest, Best Use - Mr. Pilla states his company, Paramount Partners, Commercial Real Estate Solutions will have this report done by 7/1/17. He also states there is a market for a structure of this nature however there is also costs related to it.

Discussion of Format, Content, and Promotion of June 13th Public Forum

Mr. Gregory has reserved the Pinnacle Room at the Public Library for June 13th.

Mr. Barnes suggests the Chair give an opening presentation, the Committee members do not speak too much and to allow the public to do most of the talking. Mr. Barnes would also like to see a large whiteboard be used to list the public's ideas as a visual for everyone present.

Beth Pelick suggests the forum begin at 6pm and end at 9pm and there be a Question and Answer period. Ms. Pelick volunteers to take care of the promotion of the event with the local media outlets.

Mr. Pilla suggests keeping the public's comments brief, to state what they would like to see the reuse to be and why. Also would like a handout prepared with bullet points with the basic information of Old Town Hall and to explain the Re-Use Committees' schedule.

Christine Cochrane and Roger Turner will prepare a Power Point made up of approximately 20 photos showing the exterior and interior of the building to run continuously throughout the forum.

Identification and Discussion of Next Steps

Ron Fucile states the projects timeline maps out the committees steps. Mr. Fucile says the parking is going to become more restrictive when the new fire station is completed, leaving only 6 parallel parking spaces. Mr. Gregory states the Walpole Police will be moved out of the Old Town Hall as of April 1, 2018. Mr. Pilla agrees and states support parking areas are going to be needed. As part of the Highest and Best Use Report an inventory of all the parking downtown will be included.

Ms. Pelick makes a motion to adjourn at 7:35pm. Mr. Turner seconds the motion.

The motion is approved 7-0-0.