



## Special Meeting – Review Town Hall Renovation Bids and AV Proposals

May 30, 2024; 7:00 pm

Town Hall - 959 Paris Avenue Circle N

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**Present:** Chairman Philip Moosbrugger, Supervisor Rachel Dana, Supervisor John Buelow, Clerk Carrie Seifert, Architect Jerry Anderson

Chairman Moosbrugger called the meeting to order at 7:02 pm.

### Audio Video Proposals

Chairman Moosbrugger gave an overview of the Audio Video proposals received to date.

After board discussion, Chairman Moosbrugger motioned to contract with Advanced Light and Sound proposal to purchase streaming equipment quoted at \$2,000 (camera, set-up and training to broadcast), seconded by Supervisor Dana, motion passed by roll call vote.

Chairman Moosbrugger stated that a dedicated desktop was necessary to operate the streaming equipment. After discussion Supervisor Dana motioned to authorize expenditures to purchase a dedicated desktop, Chairman Moosbrugger seconded. Motion approved by roll call vote.

### Town Hall Renovation Bid Reviews

Architect Jerry Anderson reviewed two competitive bids submitted from DC Contracting and Mission Construction. Supervisor Dana stated she was concerned about the bid numbers and going over budget with regards to the remaining ARPA funds. She suggested that the board might want to consider only the ADA compliancy and warming kitchen renovations.

After some discussion, Chairman Moosbrugger proposed moving forward with ADA compliancy (Part I) and Warming Kitchen renovations (Part 3), and not the Building Addition (Part 2) and to use excess funds towards an AV system and the double doors (alternate #2).

Chairman Moosbrugger motion to approve one of the contractors for \$150,000 for Part I ADA Compliancy and Part III Warming Kitchen, and Alternative #2 (double doors), AV System, HVAC System, seconded by Supervisor Dana, motion carried.

(Moosbrugger – Yay; Dana – Yay; Buelow – Nay)

Chairman Moosbrugger motioned to set aside funds from ARPA to cover construction administration at \$3,000 to \$4000; audio video equipment and door security for \$10,000; and owner's contingency set aside for \$25,000; and seek Attorney Gilchrist's advice on how to properly execute, seconded by Supervisor Dana, motion carried.

(Moosbrugger – Yay; Dana – Yay; Buelow – Nay)

Chairman Moosbrugger will contact Troy Gilchrist regarding his experience in working with Laserfiche.

Architect Anderson will continue vetting contractors and will follow up with the board with additional information.

Chairman Moosbrugger motioned to adjourn the meeting, seconded by Supervisor Dana, meeting adjourned at 9:17 pm.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Carrie Seifert". The signature is written in a cursive style with a large, sweeping initial 'C'.

Carrie Seifert  
Town Clerk