

JOHNSON VILLAGE TRUSTEE BOARD MEETING MINUTES
JOHNSON MUNICIPAL BUILDING
WEDNESDAY, JANUARY 26, 2022

Present:

Trustees: Steve Hatfield (via Zoom), Diane Lehouiller, Will Jennison, BJ Putvain, Ken Tourangeau

Others: Rosemary Audibert, Meredith Dolan (via Zoom), Paul Boisvert (via Zoom), Asher [last name unknown] (via Zoom), Hannah Wingate (via Zoom)

Note: All votes taken are unanimous unless otherwise noted.

1. *Call to Order*

Will called the meeting to order at 5:00.

2. *Review of Agenda and Any Adjustments, Changes, Additions*

No changes to the agenda were needed.

3. *Review Proposal for Village Garage Engineering Services / Q&A Session with Engineering Ventures*

Meredith said we got a proposal from Engineering Ventures in response to our RFP. The proposal had previously been sent to board members. Meredith said we normally would have 2 or more proposals to compare. Because we only received one proposal the board may want to make accepting the proposal contingent on her doing a quick survey to make sure the rates are in keeping with other engineering firms and calling some of their references. She would recommend that.

Steve said he was pretty impressed by the proposal. He asked Paul to explain why Engineering Ventures is interested in working with the village. Working with Engineering Ventures seems like bringing our old pickup truck to a fancy garage that works on sports cars.

Paul Boisvert of Engineering Ventures said he does a lot of work in Chittenden County. The work is sometimes more complicated than it needs to be. Sometimes he likes to have projects that are less complicated. His colleague Hannah lives near Johnson. She is at the point in her career when she is transitioning to leading some projects and a project like this is a nice one for her to lead. They like solving these kinds of problems. They do a wide range of projects. They have done some huge ones and they do some small ones.

Steve said it sounds like Engineering Ventures has the experience to help us figure out if the garage is even worth fixing. That is his main goal.

Will asked if any of the trustees have an issue moving forward with the single proposal received. Board members agreed they are comfortable moving forward.

Meredith said in the RFP she described two phases. The first one is looking at what we have to do to the site and the building to get it dry, determining whether that is feasible and getting a rough sense of the cost. It was not clear to her whether some of what she saw as phase 2 was moved into phase 1 in the proposal.

Paul said he could see getting some building science input related to dew point, etc. in phase 1. Meredith asked, so everything he included in phase 1 is related to the water issue and phase 2 is looking at what we have to do to the building once we have determined we can get it dry?

Paul said one question will be whether enough changes to the building are needed to trigger code compliance issues. With code in mind, we will need to consider whether it makes sense to try to fix the building for the particular use it has now. If there is an incident and emergency equipment is needed, is there space for it on site? Meredith asked, that would be phase 2? Paul said yes.

Meredith said she wants to make sure the board has the ability to decide at the end of phase 1 whether it makes sense to move forward.

Meredith said there is a USDA grant opportunity coming up. Applications are due in April. As part of the grant application they want to see that we have worked with engineers and architects to come up with cost estimates to do the work. She doesn't want to lose the opportunity for grant funding. If it seems that the engineering product will really suffer and we may not have accurate numbers she would be willing to wait until the next round of grant applications but she would like to push toward having the work completed in time to apply for the grant in April if at all possible. Paul said that makes sense. We have talked about doing borings around the building but that would probably not be easy at this time of year.

Meredith said the site has questionable environmental history. There have been petroleum mitigation efforts. There used to be a talc mill on the site. Other parts of the property are capped and digging is not allowed. She is looking for whoever we hire to check into making sure it is okay to dig on the property. Paul said he could check with some environmental consultants they work with. They don't usually deal much with environmental rules.

Paul introduced Asher and Hannah, colleagues who would be involved with the project.

4. *Vote on Engineering Services Agreement*

Ken moved to authorize Meredith to move ahead with a contract with Engineering Ventures contingent on checking rates and references and to authorize Rosemary to sign the contract, Steve seconded and the motion was passed.

Diane asked how much the grant Meredith is going to apply for will provide. Meredith said there is not a specific dollar figure but based on 2010 census data, which will soon be updated with 2020 numbers, we are eligible for funding equal to at least 70% of the cost. That will be adjusted based on the new census demographics so it may go up or down. The final rule for ARPA funds has come through and it is offering a lot more flexibility. She needs to get some clarification but it sounds like it could be used for general operating expenses so maybe putting some of it into this project would be allowable.

5. *Adjourn*

Ken moved to adjourn, BJ seconded, the motion was passed and the meeting adjourned at 5:27.

Minutes submitted by Donna Griffiths