

**Town of Winhall Selectboard
Bondville, Vermont 05340
Special Meeting Minutes for Friday, December 7, 2018**

PRESENT: Bill Schwartz, Stuart Coleman, Julie Isaacs, Scott Bushee, Lissa Stark, Laura Gianotti, Pat Coleman, Steve Avison, Debra Avison, Judy Reynolds, Jim Reynolds, Kathy Ives.

CALL TO ORDER: Schwartz called the meeting to order at 10:00 AM at the Community Center, 3 River Road.

OLD TOWN HALL / COMMUNITY CENTER:

The Select Board and attendees conducted a site visit of the newly-renovated Community Center. There was discussion of final punch list items (below), elevator maintenance, and code compliance. Schwartz would contact New England Lift Company and Stark would contact Bay State Elevator for quotes to service/maintain the elevator, which was required prior to publicly opening the building. VLCT will also need to fully inspect the building prior to insuring it. The lien against the building had not yet been released; this should be taken care of prior to issuing final payment to Martello Brothers.

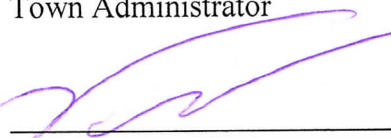
A motion was made by Coleman to have Laura Gianotti pursue 501(c)3 status on behalf of the Community Arts Center; seconded by Isaacs; unanimous. Additional discussion followed about facilities use policy, a lease agreement between the Town and the Community Arts Center, and keeping the basement open for public use (which would be arranged between interested parties and the Town Administrator). The Community Arts Center, as a 501(c)3, would schedule its own programs and handle door code and insurance requirements for people teaching classes on-site. The 501(c)3 would need to obtain its own general liability insurance, similar to the Library and Fire Department.

PUNCH LIST ITEMS:


- Screen in 2nd floor tower is too small for the window
- Railing in front staircase needs curved ends to be added (in several places)
- Check structural integrity of floor in 2nd floor nook where heating unit used to be (water damage?)
- Cover the open outlet on East wall on 2nd floor behind piano (open box)
- Fluorescent light fixture in 2nd floor large room is not working
- Outlet in old Listers room (small office) is falling out of the wall (was it part of the contracted work?)
- At top of front staircase, the plastic stair tread runner is pulling up; needs re-gluing
- Two recessed lights in hallway at top of front staircase are not working
- Needs a construction clean on all floors
- There is no trim at floor/bottom of wall in basement
- Carpet in 1st floor big room is pulling up/fraying in places; doesn't reach the trim (add ¼ round)

As there was no other business, the meeting was adjourned at 11:18 AM; *motion by Coleman; seconded by Isaacs; unanimous.*

Lissa Stark
Town Administrator



Bill Schwartz, Chair



E. Stuart Coleman, Vice-Chair



Julie Isaacs, Member