

## Granville Special Selectboard Meeting Minutes

July 29, 2025

### **APPROVED**

Call to Order 5:10 PM via Zoom

In Attendance:

Selectboard Members: Kelli Eckroth, Chair, Michael Eramo and Kenneth Beattie; Bruce Hyde, Auditor and Project Assistant and Cheryl L. Sargeant, Town Clerk

Public: Sarah Wraight, Two Rivers Ottawaquechee Regional Commission (TRORC); Douglas Viehmann, Diem-Chi Nguyen and Alex of GVV Architects

### Town Hall Project Kick Off Meeting

Doug began the meeting with introductions of the Project Team from GVV and the Town. The meeting was to answer questions regarding the Scope of Work, Project Specifications as described in the Request for Proposals. It was confirmed that this grant will not fund any modifications to the Town Offices or the breezeway connecting the two buildings.

Second floor access in the Town Hall could be achieved either via 2 sets of stairs or via 1 set of stairs and a lift. Kelli indicated that the Town would like both options looked at and a decision would be made based on cost and functionality. Doug indicated that given the size of the room, there would need to be a second exit which they will look at as well. Bruce stressed that because this is a public building, the 2<sup>nd</sup> floor needs to be accessible. Doug noted that it might be possible to apply for a variance for wheelchair accessibility due to the historic nature of the building. The stairways are too narrow and steep to get a variance, however. GVV will look into all possibilities.

Doug asked whether the Town intends to pave the driveway and parking lot. Kelli replied that the Town would be looking into expanding the parking lot through a VTrans grant and paving would depend on available funding.

The front door into Town Hall can be made more accessible (foundation work is probably needed) and they will look into the ramp.

Need area of refuge with only a single exit; the Budget is a concern.

GVV will present options for all the different elements they are working on. They will be in touch with our Regional Fire Marshall to get feedback.

GVV will need the prior renovation work files to glean information on what has been done in the past, what was recommended to be done and had not been done, etc. Cheryl will provide those project files when they perform their walk through.

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Doug indicated on his spreadsheet that by mid-December 2025, construction documents will be complete. In the meantime, the project team will meet with Selectboard every 2 weeks for a status update and we all must review documents in-between meetings. Preliminary sketches will be available by the end of August.

Doug indicated that they are still in search of a Cost Estimator for the project/firm.

### **To Do List:**

Design Development 50% done

Specifications roughly 2 pages of materials

Cost Estimator

Presentation Materials – will it be a Town vote or approval through the Selectboard. Kelli indicated that it depended on the cost but it can it will be done through the Selectboard.

Sarah indicated that at this point we have no idea how much the construction portion of the project will cost. That will be handled through another grant application. Doug indicated that the State permits would be applied for once the project is ready for the construction phase and they will be good for 2 years after issuance.

### **Meeting Schedule**

August 11, 2025 at 5:30 p.m. just before the Selectboard meeting via WEBEX

August 25, 2025 at 5:30 p.m. via WEBEX

Meeting adjourned at 5:45 p.m.

Respectfully Submitted by:

Cheryl L. Sargeant

Granville Town Clerk