

**HALFMOON TOWNSHIP BOARD OF
SUPERVISORS**

PREBUDGET WORKSHOP #1

HALFMOON MUNICIPAL BUILDING

And

HALFMOON CHRISTIAN CHURCH

OCTOBER 3, 2016

5:30 PM

**Supporting Documents in
Dropbox: BOS MEETINGS,
2016, October 3**

1. WALK THROUGH OF MEETING ROOM, BATHROOMS AND ENTRYWAY AT MUNICIPAL BUILDING WITH CONTRACTOR AND STAFF

The Supervisors will walk through the meeting room, vestibule and bathrooms recently remediated of mold in the Municipal Building with Andrew Richards from A Squared Construction Remodeling and staff to discuss rebuild options

2. ADJOURN TO HALFMOON CHRISTIAN CHURCH

After walk through and rebuild discussion complete, Chairman Mark Stevenson will adjourn the meeting to the Halfmoon Christian Church

3. CALL TO ORDER

Chairman Mark Stevenson will call the meeting to order and take roll call of attendance.

4. CITIZEN COMMENTS

Members of the public are invited to comment on any items not on the agenda (five minute per person time limit please). Comments relating to specific items on the agenda should be deferred until that point in the meeting.

5. REBUILD OF MEETING ROOM, ENTRYWAY AND PUBLIC BATHROOMS AT MUNICIPAL BUILDING

- ✓ The remediation was completed by Peneco of the meeting room, vestibule and two baths on 9/26/16
- ✓ The supervisors budgeted in FY 2016 the amount of \$30,000 for drainage, remediation, and rebuild of the building as well as moving and rental expenses for the offices to be relocated to 1948 Halfmoon Valley Road. To date, including the Peneco possible remediation invoice yet to be received, the Township has expended \$19,997.42 of these monies, leaving \$9,252.58 to be expended.
- ✓ The meeting room rebuild/repair must begin 10/4/16 to be completed by November 1 for the general election.

A. Bathrooms

- ✓ Contractor reviewed area and spoke with Walt at Code. Both bathrooms will require being brought up to ADA standards.
- ✓ Walt will require the Township hiring an outside design professional to layout and design as well as work through the permitting process towards bringing the bathrooms up ADA compliance.
- ✓ The ADA compliance process (including permitting) takes anywhere from two to three months (approximately) per Andrew.
- ✓ Since the present bathrooms will not be ADA compliant prior to the election, Walt will allow the use of the rebuilt meeting room for the election if the Township has two ADA porta potties available.

- ✓ The ADA compliance process regarding the bathrooms can begin now or after the election.
- ✓ Andrew does not know at this time if Walt will allow the continued use of the rebuilt meeting room after the election for Township and group use purposes using only porta potties

MOTION: The Board of Supervisors direct the Manager to solicit proposals for an outside design professional to design, layout, provide cost estimates, including permitting, towards making the two bathrooms in the Municipal Building ADA complaint. Said proposals being due to the Township by 10/15/16 and reviewed, and possibly awarded, at the supervisors' 10/27/16 meeting.

`B. Meeting Room and Entry

Contractor wishes to ascertain from the supervisors the objective for the meeting room and entryway rebuild/repair:

Option One: Bare minimum (present use)?

- No permits required
- Paneling over the lower half where paneling removed with chair rail—painting optional
- Paneling walls down to studs
- Replace insulation only where removed
- Existing electric, ACT and heating left as is
- Cost: \$5,200 without paint
- \$7,000 if painted

Option Two: For future use (esthetic and functional improvements to make the space more comfortable)?

- Permits required (\$400-\$750)
- Remove all existing paneling
- Replace with drywall
- New insulation in walls (r-19 to r-23 depending on product used)
- Remove existing wall heaters and replace with new radiant baseboard heaters
- New exit and emergency lighting
- ADA required signage
- Painting
- Cost: \$12,500 + \$750 (top) for permitting = \$13,250

Option Three: For future use (esthetic and functional improvements to make the space more Comfortable)?

- All of Option Two
- Plus:
 - Add ceiling insulation to the ceiling/attic space
 - Refinishing floor (carpet, paint, vinyl tile)
 - New Windows
- No cost provided

MOTION: The Board of Supervisors approve going with Option ____ for the rebuild/repair of the meeting room and entryway at a cost not to exceed \$_____, with work to commence on 10/1/16 to be completed by 11/1/16.

6. ESTIMATE OF FY 2016 ANTICIPATED REVENUES AND EXPENSES BY TOWNSHIP MANAGER

NO ACTION NEEDED.

7. RECAP OF LAST FIVE YEARS OF AUDITED EXPENSES AND REVENUES AND ESTIMATED FY 2016 EXPENSES AND REVENUES BY TOWNSHIP MANAGER

NO ACTION NEEDED.

8. ADJOURN