

The Pearisburg Town Council met in Special Session on November 19, 2014 at 7:00 p.m. at the Pearisburg Town Hall. Present for the Meeting were: Mayor Dickerson; Council Members Munsey, Williams, Journell, Eaton, Harrell and Clark; Town Manager Vittum; Town Engineer Tawney; Building Official Wilson and Town Clerk Harless. Also present was David Martin, Virginian Leader.

Mayor Dickerson stated that Council needs to decide what they would like to do concerning the landscaping in front of the Town Hall. He is a little unsure about planting this time of the year. If it is not too late he asked how Council wanted to proceed. Council felt that if the provider thought it was alright to plant now then we need to make sure it would be guaranteed for a year. The provider would have to replace the plants if they did not come back in the spring. The consensus of Council after discussing the landscaping was to get the Guarantee on the plants in writing, ask if the 30% discount could be honored until spring, and get a quote on the installation without the cost of mulch. They wanted to leave off the mulch because Public Works could get good mulch from VDOT. Harless would contact Take it Outside and get back with Council.

Council discussed what needed to be done at the Community Center. They only want to make repairs to the heating and air, plumbing, electrical and asbestos removal. Council thought new fixtures in the bathrooms and some cosmetic items in the cafeteria would be good as well.

Mayor Dickerson asked Wilson how he felt about the repairs. Wilson stated that as a whole the building was not in terrible shape. He felt it was safe and functional. He said that if Council planned to sink more than \$200,000 into the building you would want to upgrade. Wilson stated that the building was constructed between 1939 -1940 and had the original plumbing which includes some galvanized and copper pipes. He stated that copper would still have some life on it. He felt that the majority of plumbing needed to be ripped out and replaced.

Vittum commented on the heating and air systems. He stated that if we rely on the existing system we are not going to be saving any energy cost. Wilson stated that it takes the same amount of energy to heat half the building as you would for the whole building.

We are making it cycle in shorter bursts. We recently had to take it apart and re-work the ignitor. He felt that any gas savings would easily be eat up in maintenance costs of the current system. Eaton asked about all of the recommendations Spectrum had provided on the different units for each area of the building. She stated that the Cafeteria included a proposed HVAC System that would be placed on the roof. She said it looked like it was dividing space up. She questioned how many of these units were actually needed. She felt there were other options like the Mitsubishi wall units. She asked what it would take to heat and cool the Auditorium. Wilson answered that Spectrum had proposed several zones. They had the equipment specific for the auditorium and the gym. Eaton asked if we had any idea what the cost would be if we did it ourselves.

Munsey stated that if Council plans to maintain the building what is our number one thing we want to see done. Wilson stated that our first priority today would be the heat. He stated that all the systems are original and any problems or repairs could be expensive. He feels the first item should be the asbestos removal to allow us to move forward. He feels that Council needs to have a complete plan before moving forward with any repairs and maintenance. He feels that items will be found as we move forward and may cost more than initially thought. He stressed the need to have a detailed plan before starting any work. He also commented that depending on what we do there are certain Code Regulations that will need to be addressed. Plans would need an A and E Stamp. He thinks in years to come we may find out that it was not the right thing to move ahead piecemeal. He stated that it all comes down to what we want to do and the cost.

Munsey asked how we would start with asbestos. Wilson stated that there is friable asbestos in the crawl space and he has a quote for that. He informed Council there was asbestos in the boiler room as well. Wilson felt that he could get quotes in less than a month. He stated that the actual asbestos removal project may take one to two months. We would first abate the asbestos and then they would test the air before anyone could occupy the space. Munsey asked Wilson if he could provide the quotes by the January council meeting. Wilson did not think that would be a problem but the workload of the contractors would determine when they would be available for removal.

Munsey asked Council what they wanted to see as far as heat or air for the gym, cafeteria and auditorium. Wilson stated that Council needed to keep in mind how much more money they wanted to put into the current system. Journell would like to see the auditorium have heat and air. Munsey asked if it was the consensus of Council to heat and air the cafeteria, auditorium and gym. Wilson reminded Council that if we could do away with the current system we need to look at the whole building as an end project. Wilson stated that we would still need to provide heat to the classrooms, hallways and bathrooms. Eaton stated that she noticed the unit prices proposed by Spectrum were based on the square footage. Mayor Dickerson stated the heat systems proposed were based on the amount of occupancy in the classrooms. Vittum stated that the quote for the HVAC was estimated at \$490,000. He stated that Council had talked about not putting full heat and air in the upstairs of the classrooms this would reduce the cost. Journell stated that if we did the HVAC for \$490,000 and then looked at replumbing the bathrooms would that be sufficient enough for it to be useable. She suggested finding some other sources for painting and refurbishing. She asked if it was something we can go after tax credits on or was that not an option. Clark was concerned about breaking it down into portions. Vittum felt that we may end up spending more money piecing it together. Harrell stated that Council did not mind incurring debt, it was the \$2.3 million project they have a problem doing. Journell felt we needed to be more practical and not burden the tax payers with substantial increases in taxes.

Munsey stated that Council had made a decision on the asbestos, Council could keep going and figure out the next item we want done. Clark asked Wilson what type of company would take on the HVAC system for the building. Wilson stated that smaller companies could look at a room at a time, but there are companies that deal in larger projects. Munsey asked if larger companies were to be contacted, could they give us the drawings on what they need to do for the installation and any electrical upgrades. He felt a large firm should be able to do that. Munsey feels like the asbestos abatement will be expensive. Eaton asked if we could do our own plumbing and replace the fixtures.

Munsey felt like we are presently throwing money away on heating the building. He asked Wilson if he thought it was a good idea to replace the HVAC. Wilson felt that if we go the route of replacing the current systems we do not need to have a contractor just look at certain spaces such as the auditorium, cafeteria and gym. He felt we need to show them the overall picture and how we want to phase the new systems in. He indicated that the scope of work could be put on plans. Wilson could contact them tomorrow and get them here next week. When we are looking at getting quotes for those three rooms we should look at the electrical system as well. It may be fine for now but may need upgrades. Wilson will have the information for the February meeting. Wilson stated that even going this route Council needs to have a really good idea of the end project. When we are finished what do we hope to see accomplished. When you go in phases sometimes it does not work out so we need a good idea of the end result.

Vittum stated that Council needs to discuss what they want to see at the end of this project. He felt that it would be a good idea to hire an architect to do the plans and then work in phases.

Eaton asked what the guarantee was on the proposed units. Wilson stated that it depends on the manufacturer and how much you want to spend. He stated that a normal warranty was 10 years. Council can decide on what type of warranty they would like to have. Eaton stated that she was looking at this as a five to ten year fix. She reminded Council that the Town would have less debt in about five years.

Wilson stated that the asbestos would need to be removed whether you tear the building down or not. This would allow us to repair the urinal and patch the boiler. He stated that we could look at replacing an 80 foot section of line to the boiler. Vittum felt this type of bandaid may cost between \$50,000 to \$75,000. Harrell stated that she did not think we need to patch it, we need to fix it. Munsey agreed with Wilson that we do need to have someone look at the big picture.

Munsey asked Council again what they wanted to see at this time. He felt that Council should get a dollar figure on asbestos removal and HVAC and then revisit where to go from that point. Eaton asked about the Virginia plumbing code requirements and the

need for seven (7) stalls in the bathrooms. Wilson stated that it was based on the occupancy code. Tawney reminded Council that in the future if they decided to go back and renovate the 2nd floor. The bathrooms need may change due to occupancy requirements.

Vittum asked Council what they ultimately want to do. He would like to know if Council wanted to have an architect do plans and phase them into projects to reflect the cost of the entire project. He stated that we need to determine the amount of dollars Council is willing to put into the building and talk to funding sources. Eaton asked Vittum if he still wanted to include Spectrum. Vittum answered that Council still has a contract on hold with Community Housing Partners (CHP). Spectrum decided to do pro bono work in hopes to get a contract. The Town has paid \$19,000 for a rough estimate by CHP. We are not under any further obligation with CHP. Harrell stated that there was a line item in the budget for \$50,000. She asked if they would be billing the Town for the remaining balance in that line item. Vittum stated that they have billed us for the work so far. The additional funds available are for any additional services needed on the project.

Munsey stated that he felt it was a good idea to have the HVAC contractors come and give us quotes for the three (3) rooms and consider the future in their plans. Harrell thinks we need to look at the downstairs classrooms. Munsey asked Council if they wanted an architect to design something for the classroom or can we do the paint and minor repairs. Eaton also questioned if an architect was needed or see what staff is comfortable with doing. Williams felt we needed to get prices and decide what we want to do and at that point we will have part of the building fixed for what we are currently using it for. Munsey stated that he did not think an architect was a bad idea. Harrell has some concerns about what type of electrical needs might come up. Wilson stated the the contractor would have to calculate what is there and what would need to be available in the next phase. He stated that they may not need to do anything for now.

Wilson stated that we could have a boiler company come in and put a new return line in. This way we would not be spending as much money but you don't know what you might have next winter. Council thinks this is a good idea. Harrell stated that we have \$37,000 left out of the CHP line item we could put towards repairs.

Munsey stated that he did go to the meeting held by the citizens that want to save the Community Center. The next step they plan to take to raise money is send out donation letters. They wanted to know if the Council was alright with them doing donation letters. They want to start now to raise money to remove the asbestos. He told them he would get back to them once he had spoken with Council. He stated that everyone in attendance did not live in town. Vittum mentioned that the Volunteer Fire Department fundraising donations have decreased over the years.

Vittum does agree it would be a good idea to spend the remaining funds on the asbestos removal. Vittum asked Wilson if he felt comfortable. Wilson stated the ideal thing would be to have the project design on paper and bid it as a turnkey project, but the option Council is considering tonight could work as well. Wilson stated that the asbestos is not just in the crawl space, it's in the boiler room as well as the old boiler in the PATS building.

Eaton asked what the plans were for the PATS building. Vittum stated that it would serve well as an additional Picnic Shelter for rental. He pointed out that it has no electricity or bathrooms. Tawny stated that it would not be used as a Farmers Market because the key players in the market felt it would be better to have it in front of the Community Center for better visibility. Vittum stated that the preference was to put the market close to where we want to permanently set it up. Munsey asked if there was a particular place they were looking at putting it. Vittum indicated the possibility of using the old town shop property. Harrell asked if during the grant process was a location in mind. Clark stated that there is a push to get things back in the downtown area, such as the Festival. Vittum stated that the Festival is too big for the downtown. He thinks it needs to stay where it is and do some smaller festivals in the downtown area. Eaton asked if plans were to keep the old shop or demolish it and use tents. Vittum stated plans were to keep the building. He hopes to have some plans by the February meeting. He stated that the consultants felt it was not advisable to move a market around. It needs to be kept in one central place. Eaton stated that the Farmers Market was discussed at the Intergovernmental meeting. Vittum felt that some coordination can be done. The local interest is from people involved with Blacksburg. We may need to select a different day from the Blacksburg market. Journell felt that the parking and traffic issues would be a concern at the old town shop. She felt it

was better at the Community Center. Vittum stated that the target day is April or May to hold our first Farmers Market. Eaton asked staff to keep the Council up to date.

Munsey addressed Council again about their thoughts on the fundraising letter. He said he would be getting a phone call to see what was decided. They have around 900 members to send letters out about fundraising, but cannot afford to pay for postage. Munsey asked if there was anyway the Town could pay the postage. Harless stated that we could send them out as bulk mail at discount. Harrell did not see a problem with the Town helping on postage. It was the consensus of Council to pay postage for the donation letter for the Red Devils. Council would like to see the letter or have the Town Manger review it.

Munsey made a motion to waive the proper notice to add an item to the agenda. The item added will be chairs for the Community Center. Williams seconded the motion. Voting yes: Mayor Dickerson; Council Members Williams, Munsey, Journell, Harrell, Clark and Eaton. The motion carried by a vote of 7 to 0.

Mayor Dickerson and Munsey both agreed the 800 lb chair is a better choice and would be good for use in the Community Center. Full Council looked over the chairs and found that chair to be acceptable as well.

Williams made a motion to approve the 800 lb chairs be ordered from appropriated funds in the donations line item for the cafeteria in the budget as appropriated at the last meeting. Munsey seconded the motion. Voting yes: Mayor Dickerson; Council Members Williams, Munsey, Journell, Harrell, Clark and Eaton. The motion carried by a vote of 7 to 0.

Vittum briefed Council on the upcoming Small Downtown Christmas plans. He informed Council that they would be the ones judging the trees. The Town Hall would be open to the public on December 5th with several trees. Many others will be located around town for judging.

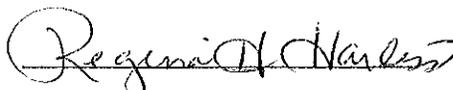
There being no further business the meeting was adjourned.

APPROVED:



Mayor Robert L. Dickerson

ATTEST:



Regina H. Harless, Town Clerk

