

DRC MEETING NOTES

Date:
April 18, 2024

Meeting Type:
Weekly Meeting and Updates

Called to Order:
10:15am

Note taker:
Melanie Daniels

Attendees:
Ann L., Erin N., Jennifer D., Janet S.,
Melanie D.

NOTES

I. Previous Minutes

Minutes Approved

II. Trees Trimming Around CCC Building

Heavy trimming at the CCC. The Trees along the highway are stressed and will need a trim.

- There was a presentation that outlined how much trimming was going to be needed.
- Malia has a full powerpoint to share if UDB would like to see as well.
 - Needs to know if we are going to incorporate CCC building maintenance as well.
- There is an associated cost but is not explicitly known at the time

Safety concerns of trees falling?

- UDB would like information from Malia about trees

Just to note: trees in front are Black Locust Trees

- They don't get low but have the tendency to drop branches and hit cars.

III. Initial Bid Updates (Erin/Melanie)

Quality Assurance Project Plan
Fire Suppression Bid

- Both are being drafted and will be presented at the next DRC meeting

IV. Reimbursement from UDB for the ToB

All the breakdown for what is being billed for is included in the packets that were shared with UDB

- All receipts and bills shared match what the town has on file.
- Includes water, electricity, propane(largest cost), Redd Mechanical repair for heating, custodial fees

Janet will be in Bluff on Monday and Tuesday to get a better understanding of the reimbursement process.

- Definitely on Tuesday
- Discuss what was spent on AmeriCorp

V. Solar Panels from AES

Status of solar panels that might be donated to ToB.

- Because of litigation there is a possibility that we still could obtain solar panels with a reduced bid.
 - That is dependent on the updates the roof will need and if the panels are compatible with the building.
- How will having a membrane roof affect the ability of the partnership to use the panels
- If the CCC can't use them would there be other buildings around the ToB that could use the panels.

VI. EPA Grant	Sam.gov update for UDB? - Status the same and will be checked on by Janet	
VII. Other	Try using UDB Zoom account to help make it easier for Janet to join meetings. Trash at the CCC building? - Use the orange bin at the BCC, however, someone is dumping things and signage will be posted. - Ignore sign - Possibly set one up at the CCC for \$75/month? - Will be discussed Project Manager Applications will be closed tomorrow at 5pm - Will need to be discussed - No applications have been submitted at this time Bookcases in the old library? - Okay for UDB to use	
Action Items	<input type="checkbox"/> Set up UDB Zoom for DRC meetings (reoccurring)	Person Responsible: Melanie
	<input checked="" type="checkbox"/> Reach out to Malia for tree information	Person Responsible: Ann
	<input type="checkbox"/> Set up time to meet with Ann	Person Responsible: Janet
	<input type="checkbox"/> Check status of UDB SAM number	Person Responsible: Janet
	<input type="checkbox"/>	
Date of Next Meeting:	April 23, 2024	