

*Easttown*



*Township*

**EASTTOWN CITIZEN'S ADVISORY COMMITTEE**

**Regular Meeting Agenda**

**Monday, January 09, 2023, 6:15 p.m.**

- 1. Call Meeting to Order**
- 2. Consideration of November 14, 2022 Minutes**
- 3. Welcome New Member – Michael Novak**
- 4. Schematic Design Discussion**
- 5. ECAC Projects 2023 – Alternative Revenue Sources**
- 6. Fee in Lieu of Sidewalks – McMahon Report November 2018**
- 7. Public Comment**
- 8. Announcement**
  - A. Next regularly scheduled meeting is February 13, 2023, 6:15 p.m.**
- 9. Adjournment**

## ECAC Meeting Minutes November 14 2022 DRAFT

Present ECAC Attendees: Tom McGurk, Sarah Henry, Hal Ward, Bob Winters, Pete Motel

Absent ECAC Members: Kristan Burgess, Alessandra Nicolas

Township Staff: David Fiorenza

Present Board of Supervisors Liaison: Michael Wacey, Erik Unger

Called Meeting To Order- Tom McGurk

### Regular Business

Consideration of September 22, 2022 Minutes- Approved

Schematic Design Discussion – "Where we are now" - status and next steps for Schematic Design & "Where we have been"- a review of the decision path and gates starting with Phase A and through Phase C.

Below is a high-level overview of the decision path and gates for the Township Space Project. This overview begins with the HSA project delivery of 2015, where the township supervisors recognized the need for more space but was not progressed.

1. HSA delivery of plans to add an extension onto the carriage house. 2015
2. Request to ECAC to evaluate the HSA 2015 work and survey the area at the request of Dan Fox and Chief Obzud. 2019.
3. Project pause for 6 months due to Covid pandemic.
4. Project reinitiated in the late fall of 2020.
5. The concept of a gated decision path was presented to the BOS that broke the project into Phase A and Phase B
6. Phase A - Renovate within current building footprints of Hilltop House and Carriage House. Several designs completed. A workable plan was detailed, but was constrained by several issues - public space not optimum, PD on two floors, and Hilltop House used for township business only. Phase A was rejected, and gate opened for Phase B.
7. Phase B - Expand current buildings on site. Numerous designs were drawn with valuable discussions on how to optimize plan. Drawing plans B-3 were recommended by ECAC and the project sub-team to the BOS. The B-3 plan was not approved.
8. The BOS responded with a five-point memo, the most significant point was to demolish the current building (square peg in round hole feedback) as well as include expansion space out 30 years, and not disturb Hilltop House.
9. Phase C became the project that started with a blank sheet for the carriage house. All the learnings from Phase A & B were incorporated into Phase C. Phase C solved many of the problems of the earlier phases, although compensation for grade changes would have to be evaluated.
10. BOS approved Phase C and approved "Schematic Design" to start.
11. The project over its course was presented at numerous public meetings, primarily ECAC and BOS meetings. A special public presentation occurred at Hilltop House on 11/7/22 on Phase C design. Various renderings were offered for view.

"Schematic Design" will be completed early December 2022 and will be discussed at the December ECAC meeting. Based on that input, the "Schematic Design" will be presented to the BOS the following week. Project costs will be presented as part of the Schematic Design effort.

HSA will have final design and costing by December 12 ECAC meeting and will present to Board of Supervisors on December 19.

## Public Comment:

Supervisor Michael Wacey suggested that the team investigate the meeting room placement and whether that space could potentially be in the front of the building. Chairman McGurk suggested that since the team from HSA will be attending and presenting on December 12, the question should be brought up at that time again.

EAC representative stated that the building should be optimized for current environmental standards within a reasonable cost framework, and also suggested providing further information to the public beyond the regular process on the details of the project.

Chairman McGurk responded that the current building uses geothermal heating and cooling and the same architect that did the initial design of the carriage house, along with benchmarking to other efficient builds are assigned to this project. Current environmental standards are part of the schematic design, which will be presented as noted above on dates in December.

## New Projects - Future projects identified by the BOS

The BOS is seeking to explore further revenue raising opportunities and cost saving opportunities, similar to the analysis done on the fees project. The BOS is would like to have a plan by end of the year 2023 for implementation in 2024. Considering the complexity and timeline, Chairman McGurk recommended that consulting fees be allocated in support of this activity. David Fiorenza to prepare estimate for BOS.

As part of ECAC's project chartering process, Chairman McGurk suggested the scope of this project be prepared by David Fiorenza, with consultation with the BOS. Included in the scope preparation will be a basket of revenue raising, comparative analysis and cost saving ideas. David Fiorenza will provide some due diligence as well as menu options and detail to the ECAC. It is expected that the review of the scope and supporting information takes place at the January '23 ECAC.

Fees project - Recommendation has been communicated to the BOS.

Conclusions on the fees project have been incorporated into the next budget.

## Announcement

Next regularly scheduled meeting is December 12, 2022 at 6:15 PM

Conclusion & Adjournment