

ECAC Meeting January 10 2022

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

Absent ECAC Members: Alessandra Nicolas, Kristan Burgess

Present Township Staff: Gene Briggs

Present BoS Liaisons: Michael Wacey

Invited Presenter: Matt Heckendorn, HSA

2022 Officer Elections:

- Chair- Pete Motel nominated Tom McGurk for Chair, seconded by Hal Ward. Passed
- Recording Secretary – Tom McGurk nominated Sarah Henry, Bob Winters, seconded, Passed.

Minutes

- Draft minutes from December accepted.

HSA Presentation of Phase C

- Matt Heckendorn, HSA: phase C proposal issued 12/22/21. Sketch B3 review by BOS, generated following list captured in phase C proposal.
  1. Future expansion space to be added to B3.
  2. Township Reception for Sketch Plan B3
  3. Availability of Hilltop House for Community and Event Usage: define whether there is added value to, for example bedrooms upstairs have HVAC mechanical in them. Is there the potential to relocate that? Might explore that but let the process guide it. Does more 2<sup>nd</sup> floor space enhance the use cases? Scope of cost does not include that evaluation as it is currently written.
  4. Enhancement of Addition to Hilltop effect on Lease
  5. Replacement of the Carriage House with a new structure.
  6. ECAC agreed to send the Phase C proposal to the BOD as written for a cost of \$20,300
  7. From the 12/22/21 Phase C proposal by HSA.

**COMPENSATION**

We have evaluated the efforts required to complete the scope of services above and propose compensation on a time & expense basis, with Not-to-Exceed fees as noted below.

PHASE C

Basic Services work efforts will consist of:

|   |                 |
|---|-----------------|
| • Future Growth for Sketch Plan B3                            | \$4,700         |
| • Township Reception for Sketch Plan B3                       | \$3,500         |
| • Availability of Hilltop House for Community and Event Usage | \$5,800         |
| • Replacement of the Carriage House with a New Structure      | \$300           |
| o (Initial Evaluation)  |                 |
| <b>Total Basic Services Fee</b>                               | <b>\$14,300</b> |

Alternate Services work efforts will consist of:

|  |                 |
|--|-----------------|
| • Replacement of the Carriage House with a New Structure | \$6,000         |
| o (Siteplanning and Blockplan)                           |                 |
| <b>Total Basic and Alternate Services Fee</b>            | <b>\$20,300</b> |

8. The approval would be for revisions to Sketch B3 known as Phase C. Question raised about the timeline

to finish this work? The intention is that it will be approved at the Feb 7<sup>th</sup> 2022 date, executed by mid-May timeframe.

9. There would be 3 different paths as to whether the buildings are replaced, improved, and/or expanded. Schematic Design; Design Development and Construction Development would be the linear process, all accompanied by designs and drawings to enable a detailed construction budget. This would be the next set of deliverables.
10. Tom McGurk: brought up how to transition operations optimally. It will be a township responsibility outside of the current scope of work and will be a critical part of the success of the project. Will be a part of schematic design. Michael Wacey suggested it might make logistical and financial sense to move to Radnor or remotely. Perhaps it could be a storefront in Berwyn. A mailbox would be necessary. Does not need to be in the township temporarily.

#### 2022 Project List:

- The two projects for 2022 are the continuation of the Township Space Evaluation and an valuation of Township Fees.

No public attending. No public comments.