

Middletown Springs Building Committee  
Minutes  
June 21,2012

**Public Present:** None

**Members Present:** M. McCormack, D. Munyak, D. Wright, P. McWilliams, P. Kenyon, T. Hurcomb, M. Beattie, F. Bradley and Laura Castle.

**Call to order:** 7:10 PM

**I. Minutes:**

A. Approval of 6/6/12 minutes. The minutes were moved and seconded for approval as presented. All in favor. A discussion followed on future unapproved minutes. Decision to have the clerk send out first copy of unapproved minutes within 48 hours and only one other copy 24 hours before the next meeting. Member revisions to the unapproved minutes should be sent to all BC members to eliminate duplicated efforts. The clerk will bold all revisions to the unapproved minutes.

**II. Property Acquisition:**

- A. Survey Status? Chris Larson communicated to David M. that he has been unable to reach Mark Courcelle, the surveyor employed by the town. The BC will send an official letter to the SB requesting they expedite the completion of the survey.
- B. BRELLA Application-Project implementation Schedule. The application was submitted, and Trish Coppolino communicated with David M. requesting a schedule for the project implementation giving an example of such. David M. drew up a tentative schedule: Remove underground tanks by fall, complete Phase I study in fall, purchase the property by January, 2013, apply for all permits by January 2014, submit corrective action plan March 2014, implement corrective action plan by April, 2014. The schedule is ours to compose and direct-the state just wants to be informed of what and when we are doing the various pieces of the schedule. The committee, by consensus, gave Dave M. the go-ahead to send in the schedule.
- C. Tank Removal: It was decided at the last SB meeting that Mike Lamson, of the SB, would secure the estimates for tank removal.

**III. Scheduling:**

A.

**IV. Building and Site Design:**

Library Board Update: The library board sent the BC a list of non-negotiable items:

- Street access facing the green
- 2400 Sq Ft of exclusive handicap space on one level
- one handicap bathroom
- small kitchenette
- space designed to library specifications
- adequate parking.

It was moved and seconded that Maureen communicate to the library board that the BC finds the library requirements reasonable and invite the board to attend our next meeting. All in favor.

B. Other library field trips. David W. presented a Vermont Preservation Trust list of sites in which they are involved having some similar sites of town office and/or library construction. Maureen was asked to follow up on Monkton, New Haven and Ferrisburg sites and to inquire about their funding sources, as well.

C. Historic Study on Town Green: The SB gave approval to the Vermont Preservation Trust matching grant, and the historical society (HS) agreed to fund the match, \$500, and the SB accepted the HS matching money. SB, personally, agreed to donate \$100 toward the fund raising of the matching grant money. The Vermont Preservation Trust Architect, Tom Keefe, agreed to meet with any BC members on Tuesday, July 3 at 9AM at the Town Office. Tom Keefe will take photographs and get input from any members during his time here.

D. Design Team:

1. SB Approval: The SB accepted the pro bono services of M. McManus and M. Beattie as architects for the new building.

2. First Steps: Discussion on first steps to take in the site and building design. Mike B. stated that we should begin with a site plan that has not much detail before we get public input. Members felt strongly that the plan must include enough detail to show how much of the site will be used, such as the entrance to the building. It was agreed that the BC must inform the public on the limitations attached to any building on this site, and that we are looking to build an adaptable space that can be combined with and without other services. Some of the historic preservation photos might be included in the array of possibilities. We must avoid locking into any set direction or idea.

It was pointed out that Poultney was able to secure its funding for the restoration of the Stone Bridge Inn by combining grants from many different services thus eliminating any need for public funding. The public also needs to know that we will have, at a later date, a design committee to work with the two architects.

It was agreed that first we need to get the survey done and determine the location of the well and septic, talk with all abutters and immediate neighbors. Mike B. said he would be willing to talk with Vicki. Dave M. will talk with Carl Haynes, and if he has not approached Joe Teer. David W. will find out what his concerns are about having a town building on that property. Other approaches to working with the abutters were also discussed.

V. Funding Opportunities:

A. Brownfield funding-Report on Brownfield Forum. Tom H. reported on the meeting with the VT Dept of Environmental Conservation and the EPA and Trish Coppelino. EPA funding applications will be available this fall. The state **can** help us with these applications. We may be able to seek money in its entirety for the Brownfield work. We are in the lower end of fund requests from these folks. There are other funds available from the regional planning commission called revolving loan funds and grants. The planning commission funds, also EPA funds, might provide us the same funds and be more accessible and with a shorter turn around with the help from Trish Coppelino. We can get all the soil removed by a contractor and then proceed or we get a site plan and then see what ground has to be removed. Tom H. and Dave M. will make a plan for what the next steps will be.

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B. Historic Preservation Funding-Directory. David W. has a list of 52 historic preservation funding sources. We will note the ones applicable for us and then decide how we are going to evaluate these. We need to have a comprehensive analysis.

VI. Community Support:

- A. Narrative Packet: Dave M. reported on what he had already sent to all of us in an email today. This should be adopted as a starting platform with the assumptions from all the studies we have been working with. This information will be available to the public. Patty McW moved we, by consensus, accept the narrative prepared by David M. with an addendum from Robin Chesnut-Tangerman. All in favor.
- B. Neighbors: status on contact by Carl.
- C. Front Porch Forum: BC members were positive to the recent posting on FPF. Dave will send one out each week or every few days. It was suggested with approval that we post the Front Porch piece at the dump, store and post office for those who do not get electronic FP. Maureen volunteered to do this posting.

VII. Sub-committee Tasks:

- A. Capital Campaign-Early strategies. No report at this time.
- B. Informational Meeting.
- C. Public Relations.

VIII. Other Business:

- A. Reschedule first July Meeting: Dave M. will post the rescheduled meeting.

Adjourn: 9:09 PM

Next meeting date: Tuesday, July 3<sup>rd</sup> at 7PM.

Respectfully submitted,

Maureen McCormack, Clerk