

Middletown Springs Building Committee
March 5, 2014 – Middletown Springs Library
Approved Minutes

Present: David Muniyak, Michael Beattie, Patty McWilliams, Patty Kenyon, Nora Rubinstein, Kristal Hier, Tom Hurcomb, Maureen McCormack, and Kimberly Mathewson.
Public Present: Herb Childress

Call to Order: D Muniyak called the meeting to order at 7:07 pm

I. Minutes:

A. Approval of 2/20/2014 minutes: M Beattie moved to accept the minutes of 2/20/2014 as presented, N Rubinstein seconded and the motion carried.

II. Public comments: Herb Childress addressed the committee. He congratulated the Building Committee on the recent vote - approval of \$50,000 to go into the building reserve fund. He also said that the committee had been very successful communicating with the community and that it's now time to act. The committee agreed that we need to see significant progress this year and that the community has given us their vote of confidence.

III. Community Support:

A. Recap 2014 Town Meeting -

1. Receipts for reimbursement - D Muniyak made a call for any reimbursements for Town meeting expenditures. Committee members will get their receipts to Dave post haste.

2. Article 5 - D Muniyak reported that the article passed by approximately 23 votes. Dave then went over a comparison of votes and numbers from previous years.

3. Food Sale - It was reported that we had a near sell out at the food sale. The snacks that were left over at 7pm were donated to the poll workers. Net income from food \$618.70, from donations \$27, overall the total was a bit more than last year. The committee expressed their thanks to K Mathewson for organizing, scheduling and soliciting. 7am - 7pm seemed to work, so there was no question that the sale was open as long as the polls were open.

4. Follow up on letter to Select Board: D Muniyak reported that Peter Stevenson indicated to him that he will be attending the 3/13/2014 Select Board meeting to respond to D Muniyak's letter to them describing the actions taken in response to Peter's concerns. D Muniyak will also attend, and invited any other Building Committee members who were interested to come as well.

B. Public Input:

1. Ask K Letendre to help us process: D Muniyak stated that the next steps in terms of the visioning project is to ask Kathy Letendre's advice on the options for processing the emphasis dots that were added to our visioning boards at the 2/8/2014 Informational Meeting. K Mathewson offered to contact Kathy and get her input on that for us. She will report back her findings at the next meeting.

2. Survey Results: 3 surveys came back in with some folks who are willing to help.

IV: Sub-Committee Reports:

A. Public Relations: T Hurcomb asked committee members to share their expectations for Public Relations surrounding this project. They were to think about what they envisioned for in-town publicity, out of town publicity and publicity efforts on a broader level, including with legislators and grant making agencies. There was a fairly lengthy discussion about the options available, when to take advantage of them, and next steps in the process. The committee will

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work on more specific options and begin to formulate a plan once we have processed the information from the February public meeting. That information will give us a clear direction.

N Rubinstein reported that the Funding and Grants group has met and discussed opportunities for grants from government and private organizations. There is concern that funding that may have been available prior to the recession may be harder to get now, but that the grants group will be guided by the visioning that has been done to identify potential directions for support of town building services and activities. The grants group will collaborate with the Public Relations group on further directions for funding messaging.

V. Building & Site Design:

A. Town Office Programming: M Beattie spoke a bit about the next steps for programming for a multi-use building and the need for greater organization behind the scenes to make things run smoothly and efficiently. It was also discussed that the town might consider establishing a special fund to cover maintenance and building upkeep into the future. Michael also showed the committee a very simple sketch of blocks of space needed for each of the uses outlined to date. There was a space for the town office, the library, and a public space, based on calculated square footage needs. There was a lively discussion about interior space needs and options, exterior space needs and options, and the like. There is still much work to do to finalize the ultimate space needs, and the overall optimal building layout, both on the interior and exterior. But the committee was encouraged to see that we are moving to the stage of setting pen to paper, which will help us to begin the project estimating stage.

B. Library Programming: See above, nothing new to report separately.

C. Well: Nothing new to report here.

VI. Project Scheduling:

A. Basement and slab: D Munyai reported that Frank Gardiner (ACCD Rep) was not encouraging as to extending the clean-up grant beyond 2014. So we need to get this work done this calendar year. To that end, David has asked the Select Board to authorize the Building Committee to seek estimates for engineers to prepare an RFP for the basement clean up and excavation as well as other engineering work related to the slab removal and excavation. This is a lengthy process and we need to have it completed by the end of this year. Once it is complete, we can drill a well and apply for water supply and waste water permits.

VII. Other Business:

A. Next meeting scheduled for Wednesday, March 20, 2014 at the Library

Adjourn: P McWilliams moved to adjourn the meeting at 9:21 pm, seconded by N Rubinstein, meeting adjourned.

Respectfully submitted by,

Patty Kenyon
Building Committee Clerk