

Middletown Springs Building Committee
June 4, 2014 – Middletown Springs Historical Society
Approved Minutes

Present: David Munyak, Patty McWilliams, Lois Dansereau, David Wright, Maureen McCormack, Patty Kenyon, Michael Beattie, Kristal Hier arrived at 7:32pm

Absent: Fred Bradley, Robin Chesnut-Tangerman, Tom Hurcomb, Laura Castle, Carl Haynes, Shirley Moyer, Kimberly Mathewson.

Public Present: Aileen Stevenson

While waiting for K Hier to arrive in order to achieve a committee quorum, the committee began a discussion with Aileen Stevenson, informally answering questions about committee procedures, the site, and the planning process.

Call to Order: 7:34pm D Munyak

I. Minutes:

- A. Approval of 5/7/14 minutes - accepted as presented, P McWilliams moved to accept the minutes of 5/7/2014 as presented. M. McCormack seconded and the motion carried.
- B. Note that the meeting scheduled for 5/22/2014 was not held due to the lack of achieving a quorum.

II. Public Comments: Aileen Stevenson shared concerns about the project for the record. She stated that she has a lot of questions and will have a lot of questions. She is waiting to see the design side before she can get into specifics. There were concerns about the septic system, it's capacity and design, the well in terms of its capacity and how it will impact the capacity of the septic system, the multi-use aspect of the project including concerns that the committee has lost their focus in terms of the primary goal of achieving a town office that will serve the town for years to come. She also shared concerns surrounding the information we are putting out to the public, specifically that it is not clear and that there hasn't been enough detail in the minutes and how that is impacting how townspeople feel about the project. She also stated that she would like to see that the committee is doing their due diligence in terms of building options, i.e. multi-use vs. single use and so on.

There was a lengthy discussion on all the topics above, with committee members addressing the questions and sharing their perspectives. M Beattie reviewed the septic design, including the engineered parameters - as the plan sits now, the system has been preliminarily approved and designed for 30 full-time employees plus occasional bigger gatherings - which is well over any anticipated needs for a multi-use facility. Also touched on was the systems proximity to a neighboring unused shallow well, which could mean that the design would need to be modified to a pump tank style system. This possibility has also been researched and addressed with the Agency of Natural Resources. The actual capacity of the well cannot be determined until the well can be drilled. That step will happen after the brownfields cleanup is done and the basement slab is removed.

Committee members also addressed the multi-use questions and reviewed why they were pursuing a partnership with the library. The two main reasons for that direction are, the availability grant funding for libraries, and the data collected from townspeople through our public meetings, surveys and the visioning process which overwhelmingly supported pursuing a multi-use building. The committee tried to reassure Aileen that it is looking at all options in terms of the Parker site including the possibility of having to abandon the multi-use aspect at some point because of funding or lack of town support. Committee members also pointed out

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that they are working under the direction of the Select Board who made the decision to buy the Parker property and pursue that.

In terms of getting information out to the public in a timely manner, the committee pointed to our size, now 15 members, and the trouble we've been having achieving a quorum in order to hold a meeting. Committee members reminded Aileen that she and others who are concerned or want to be more active are welcome to join the committee or come to meetings to get a sense of the process or to share their thoughts ideas and concerns. In terms of details not being clear in the minutes, there was some discussion on providing blow by blow details vs. summary, the current clerk's style is to try to summarize the important topics discussed at meetings. Committee members did state that they will try to be more aware that this style does not present well to all readers.

Committee members thanked Aileen for coming and sharing her comments, questions and concerns with them. Aileen left at approximately 8:30pm directly after the Public Comments portion of the meeting and the committee moved on to the rest of the agenda items.

III. Members: D Muniyak informed the committee that Nora Rubinstein has decided to resign from the committee. She has sent a letter of resignation to the Select Board as well as to D Muniyak, committee chair. She will provide copies of any fundraising information she has gathered to the current fundraising team and will be happy to help out when time and need arise.

K Hier asked about the motion made at last month's meeting requesting that the Select Board help us address our issue with achieving a quorum by adopting an attendance policy. Motion referenced below.

T Hurcomb moved that the Building Committee recommend to the Select Board that they establish a policy that Building Committee membership is dependent on an active membership, so if a member misses four (4) meetings in a row they automatically lose their appointment to the committee. Motion seconded by K Hier. 10 yes, 1 nay

D Muniyak reported that the Select Board passed the motion regarding membership, with a 3 to 2 vote. The committee clerk will begin to record absences as well as presence in the minutes.

IV. Community Support

A. Public input

1. Visioning information recommendations - The committee reviewed the tasks from last month's meeting as follows.
 - a) Publicize visioning info - D Muniyak sent the PDF to Kimberly to add to the Middletown Springs website. As of this meeting it has not yet posted. (Note that since the meeting the PDF has been posted). The next steps are to take each of the 7 Statements that the committee formed based on the visioning and explain how we arrived at them in a short explanatory statement that can be sent to the Magnet and posted on Front Porch Forum, so that the townspeople can "see our work". P Kenyon offered to take on the first statement and send the paragraph out to the committee for review. D Muniyak will take on Statement 2, K Hier statement 3, M McCormack statement 4, P McWilliams statement 5,

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M Beattie statement 6 and we assigned statement 7 to K Mathewson in her absence.

b) Narrative about building programming - This task was taken on by R Chesnut-Tangerman. At this time we are not sure where it stands.

c) Definition of terms for narrative: ie “affordable” - Definitions will be done once we have the narrative.

V. Sub-Committee Reports -

A. Public Relations

1. PR initiatives - P McWilliams & T Hurcomb have not met since our last committee meeting. P McWilliams reported that the idea of an open house is still on the table as a way to get folks to the corner and get a visual of the space and what could fit there. There was some discussion about setting up a work day to spruce up the corner, possibly plant some grass, etc. No definitive plans were made at this time, we'll revisit this at the next meeting.

2. Fund raising -

a) M McCormack reported that the Friends of the Library hired a historic preservation consultant through a grant in an effort on the part of the Friends of the Library to explore the library's options and to make sure that moving forward happens with due diligence. The consultant produced a drawing that included a 900 square foot addition to the building. M McCormack did not have a copy of the sketch to show the committee, but will send out an electronic version once she receives one from the Friends. The study was done by Marty Kravitz through the Vermont Preservation Trust, similar to the work produced by Tom Keefe for the building committee at the Parker Property. M McCormack also reported that she is going to Preservation Trust retreat on funding for Libraries next week.

M McCormack contacted library consultant Rob Geisler to get recommendations for grant writers, the names he provided were Ann Lezak, Diane Myerhoff, Megan Rivera. D Wright also got a recommendation from Hilary Solomon - she recommended a person from Shrewsbury. David will get that name to us so that it can be added to the list of potentials.

M Beattie reported that Tony Genier of Concrete Professionals is willing to donate the labor for the building foundation.

B. Status on current town loans and bonds? - Tabled, T Hurcomb not present.

VI. Building & Site Design:

A. Preliminary design & budget - Tabled

B. Town office programming - Tabled

C. Library programming - K Hier reported that the Library trustees met with M Beattie & Mark McManus to talk about programming needs. The Library folks thought it was a great meeting and that they made good progress on programming needs and visions.

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K Hier also reported that the Library's next meeting will focus on advocacy and how best to get the message out to the townspeople on the changing face of Library programming around the country and how that is steering the vision and direction for our library's future.

VII. Project Scheduling

A. Lead / asbestos completion / Slab & Basement removal - D Munyak reported that he is still working on this.

VIII. Funding

B. Village Center Designation status? - Tabled.

IX. Other Business:

A. Next meeting scheduled for Thursday, June 19, 2014

Adjourn: Motion to adjourn made by M Beattie at 9:37pm, D Munyak second, meeting adjourned.

Respectfully submitted by,

Patty Kenyon
Building Committee Clerk