

**Middletown Springs Building Committee Meeting  
July 2, 2014 - Middletown Springs Historical Society  
Approved Minutes**

**Members present:** Kimberly Mathewson, Lois Dansereau, David Munyak, Tom Hurcomb, Fred Bradley, Robin Chesnut-Tangerman, Patty McWilliams, David Wright, Michael Beattie (arrived 7:30).

**Absent:** Patty Kenyon, Kristal Hier, Carl Haynes, Shirley Moyer, Laura Castle

**Public Present:** None

**Call to order** at 7:20 by Dave M.

**I. Minutes -**

Tom H moved that the minutes of June 19, 2014 be accepted as presented, 2nd by Fred B. Approved.

**II. Public comment - None**

**I. Community Support:**

**A) Visioning information** - Kimberly M emailed out final drafts of the guiding statements arising from the visioning session at the school. Drafted by Patty K and Kristal H, edited for length by Patty McW and Kimberly M.

Most members did not have time to read the email before the meeting. Tom H Appreciates the effort and wonders how these statements will interface with the Q&A work being done by the Public Relations Committee.

David M asks that before each Statement there be a descriptor regarding the work that Kathy Letendre guided us through both formulating and consolidating the statements.

**TASK** - All members should read and comment on the Guiding Statements before July 19th, and send comments to both Patty McW and Kimberly M.

Kimberly will then post on the Town website and David M will roll them out on Front Porch Forum singly, about one week apart. They will also be published in the Magnet, half in August and half in September. Open House on the site is scheduled for late September and polling questions in November.

**I. Sub-Committee Reports**

**A) Public Relations** - Evolving Q&A -

1. Why is it taking so long to clean up the site? - The answer is the same one posted to that question at the informational Open House.
2. Is there a problem siting both septic and a well on that small site? - David M working on response listing steps taken, studies, etc.
3. Is the site large enough to accommodate a Town Office, a Library, and parking for both? - Michael B says that the best response is visual, presenting 3 options and the tax implications of each pending grant funding. Tom H thinks that response is great information for the open house, but the Q&A info should be simple, succinct answers to questions we are hearing now. Preferred answer being, Yes, the site has parking for 20+ cars and the building footprint.

**Digression** - Discussion of foot traffic through current Town Office. Fred B will ask Laura C if she would mind using a clicker to count visitors for a given period of time.

Kristal H sent in some questions that she has been hearing as well:

1. The library seems to be working well where it is. Why move it?
2. Why combine a Town Office and a library?

Tom H suggests that we post these questions and answers one at a time on Front Porch Forum. Patty McW will develop a header to use for all of them and David M will post the first one right away, then add it to the Town website.

**Open House Planning** - Event to be held on the site in late September. Tom and Patty McW suggest separate tables to represent separate aspects of planning: design, site remediation, library, funding, etc. And we should chalk out or otherwise lay out a building footprint. Need someone to plan the social aspect of the event.

Nicholas Seidner is planning an event marking one year since the plane crash in his back meadow. Kimberly M will talk with nick about the timing of both events. Current thought favors the weekend of September 27 - 28.

Polling Plans - Tom H will meet with Rich Clark at the Castleton Polling Institute on July 11. Based on their phone discussion, Mr. Clark is willing to help us.

**B) Fund Raising** - Maureen M did not attend this meeting. Robin C-T has not been active in this field. David M and Maureen M will meet to discuss possible grant writers, draft a generic letter, etc. Patty K will help with this after SolarFest is over. Maureen attended a fundraising retreat recently. We look forward to her report.

**I. Building and Site Design**

**A) Library Programming** - Library trustees and the Friends of the Library have taken on advocacy for a library services center that meets the town's needs. An individual will be visiting the library building soon to evaluate ADA compliance of the existing building and offer information on costs of compliance. When she comes members of the building committee will meet with her as well.

**VI. Project Scheduling** - Due to ongoing back pain David M has not been as active as he had hoped, but he circulated a draft of the site signage for comment. He has spoken with the contractor about coming back to complete the small amount of soil remediation needed. Also spoke with Frank Parent (civil engineer) about the order of permitting, well drilling, testing, and septic installation. Will issue a RFP (request for proposals) on final cellar hole work.

**VII. Other Business** - Tom H spoke of the research he has done (with Laura C and Jenny M) regarding the debt burden of the town and how that will change as debts are paid off. he proposes asking the Town Auditors to review and verify the figures he is using. Tom has also done some preliminary investigations into projected expenses of USDA building loans.

**Meeting adjourned at 8:41.**

Next meeting scheduled for August 6th, 2014 at 7:00.

Respectfully submitted,  
Robin Chesnut-Tangerman