

**Middletown Springs Building Committee**  
**August 21, 2014 – Middletown Springs Historical Society**  
**Approved Minutes**

**Present:** Patty McWilliams, Lois Dansereau, David Munyak, Tom Hurcomb, Michael Beattie, Patty Kenyon, David Wright, Maureen McCormack, Kimberly Mathewson, Kristal Hier

**Absent:** Carl Haynes, Shirley Moyer, Fred Bradley, Laura Castle, Robin Chesnut-Tangerman

**Public:** Dawn Smith

**Call to Order:** The meeting was called to order at 7:10pm by D Munyak.

**I. Minutes:**

**A. Approval of July 2 minutes.** - T Hurcomb asked for wording changes under the section titled Public Relations - Polling Plans, to more accurately reflect the conversation.

K Mathewson moved to accept the minutes of 7/2/2014 as amended - P McWilliams seconded and the motion carried.

D Munyak asked that it be noted that there was no meeting held on 7/17/2014 and that there was no quorum on 8/6/2014 so, no official meeting took place.

**II. Public Comments:** Tabled to the end of the meeting as requested by our guest, Dawn Smith

**III. Community Support**

**A. Visioning information** - D Munyak asked where are we on the visioning now? K Mathewson reported that the final version is ready for publication, it did not make it into the August Magnet because of space issues. It will go into the September Magnet and can go up on the web at any time. Once it is up on the web, D Munyak will post the sections individually on Front Porch Forum.

**IV. Sub-Committee Reports**

**A. Public Relations** - What's happening on the corner - Q & A's have started on Front Porch Forum and in the August issue of The Magnet.

D Munyak reported a new question he had been asked that he suggests is answered as part of the Q & A series. The question: Is the project stalled due to OSHA violations? The committee agreed that this was a good question to address.

K Hier reported that she will answer a question posed as well. The question: What's going to happen with the Library building if it is vacated?

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It was suggested that we also might address the question posed on Front Porch Forum of: Why doesn't the town just buy the FIA building? Committee members talked briefly about this and thought that this question had been answered adequately on Front Porch Forum, so there was no need to re-address it through this series.

Open House Planning - The committee discussed the possible dates for the Open House at length and determined that the only date that was available to hold the open house was October 4. The timing, 9am to 1pm, will coincide with the Transfer Station hours as an attempt to pull in more people.

T Hurcomb reported that he had sent in an official request to the Select Board on behalf of the Building Committee asking that the site be maintained. The text of that request follows:

Service Request 8/14/2014 - On behalf of the Building committee, I request that the Town mow the grass and weed whack the Parker Property, upper and lower levels, on an ongoing schedule; and also request that the construction barrels and barrier tape at the site be straightened as and when necessary.

T Hurcomb also expressed his intent was to be able to put down a building footprint at the Open House and wanted to make sure that still could happen. Committee members felt that would be possible. There was also a brief discussion about logistics and supplies that would be needed for this event as well as getting the Brownfields cleanup signed produced and some of the potential activities and displays that would be a part of this event. To do items included:

D Munyak to work on getting the sign installed  
K Mathewson to work on possible activities for kids  
P McWilliams to work on a poster advertising the event

**B. Fund raising** - The fund raising subcommittee will plan to meet next week to work on the next steps. D Munyak will send an email to the folks on the subcommittee to set a date and time. Subcommittee members are: D Munyak, M McCormack, P Kenyon, K Mathewson, R Chesnut-Tangerman.

**C. Long Term Debt** - T Hurcomb has talked to the Auditors and they are reviewing his findings. He hopes to have a report back from them before the next meeting. Once we have that we will know where we stand in terms of town encumbrances.

**V. Building & Site Design:**

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- A. Library programming** - K Hier talked about the library's vision for the future and that the library board intends to have information about their needs for the future ready to share with the public at the Open House event in October.

D Muniyak asked about the visit from the state ADA consultant. There are two possible dates for this visit, Sept 8 or 15<sup>th</sup>, the Library Trustees will schedule this visit and let the Building Committee know when it is so that members can attend if they would like.

M Beattie suggested that the Building Committee should be working toward a two-track plan one that includes just a town office and one that includes a library along with the town office. He would like the Building Committee to give the architects instructions as to these next steps so that they can begin some design work.

M McCormack moved that Building Committee asks that Michael Beattie and Mark McManus move forward with two schematic designs, one including the library and one without the library, with cost projections for both. Target date for completion is before the open house on Oct 3. P McWilliams seconded and the motion carried.

**VI. Project Scheduling** - D Muniyak reported that the lead & asbestos clean-up completion still has not happened. He has been pushing the contractor to get here and finish up this job and will continue to push it.

D Muniyak also reported that he sent out a Request for Quote to four engineering firms in regard to handling the next phase of the clean-up, which is the PCB removal from the bottom of the lift pit and material under the slab, the deadline was today, 8/21/2014. He received two quotes back and two firms who declined to quote. The two quotes received were as follows: Weston and Sampson - \$29,239 and Ross Environmental - \$20,290.

Ross Environmental has the low bid. D Muniyak needs to check with EPA representative to find out if getting these two bids and two decline to bid responses will satisfy their bidding requirements. Because of the tight timeframe, D Muniyak would like the committee to send a recommendation to the Select Board that they accept the low bid pending the go-ahead from the EPA.

P McWilliams moved that Building Committee recommends the Select Board hire Ross Environmental to do the engineering work and project management for the remaining PCB abatement at the Parker site pending a positive response from the EPA Representative. K Mathewson seconded and the motion carried.

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It was noted that all of this work will be covered by a grant.

**Well and Septic Scheduling** - D Muniyak reported that he talked to Frank Parent of Long Trail Engineering regarding our options for a septic system on the site. Frank indicated that Joe Teer maintains that his well is potable and the he does occasionally use it. Given that, it would not be practical to try to get a mound system permitted for this site. This leaves us with one viable option, a holding tank system. There are many positives to this type of system as it allows for a more flexible site design, future expansion of the building, and has less maintenance and moving parts than a mound system.

Frank will work up some numbers on cost and would need two to three weeks to complete a design to be submitted to the state. It takes about four weeks for the state to turn around a permit once they receive a design so we are looking at the beginning of November if we start the process now. Once you have a permit you can begin the system construction and drill a well. There is no expiration on this permit, so beginning construction can commence right away or sometime into the future.

D Muniyak asked for a motion to recommend to the Select Board that they move forward on the septic system design work.

M McCormack moved that the Building Committee recommends that the Select Board hire Long Trail Engineering to do the design and make the application to the state for the well and waste water permit. T Hurcomb seconded and the motion carried.

**II. Public Comments:** Dawn Smith asked if we had any estimate on official ground breaking for a building. D Muniyak estimated probably two years.

She also asked if the committee had an idea for square foot pricing for building these days. M Beattie and D Wright agreed that low end for cost is around \$150 per square foot and the high end around \$250 per square foot.

K Hier asked if there were any changes in quorum needs in the last two months. D Muniyak indicated that this meeting marked the fourth meeting since the requirement went into effect. Attendance will be looked at over the last four meetings and any members who have missed the last four meetings will be automatically dropped. At the next meeting we will be working under new quorum requirement.

**VII. Other Business:**

- A. Next meeting scheduled for Wednesday, September 3, 2014

**Adjourn:** Meeting was adjourned at 9:08pm

Respectfully submitted by

Patty Kenyon

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Building Committee Clerk