

**Middletown Springs Building Committee**  
**September 18, 2014 – Middletown Springs Historical Society**  
**Approved Minutes**

**Present:** Dave Munyak, Kimberly Mathewson, Maureen McCormack, Patty Kenyon, Tom Hurcomb, Lois Dansereau, David Wright, Michael Beattie at 7:16pm, Patty McWilliams at 7:17pm, Maureen McCormack left at 8:11pm

**Absent:** Robin Chesnut-Tangerman, Fred Bradley, Kristal Hier

**Public Present:** Peter Stevenson, Shirley Moyer

**Call to Order:** The meeting was called to order at 7:09pm by D Munyak

**I. Minutes:**

A. Approval of September 3 minutes. - T Hurcomb moved to accept the minutes of September 3, 2014 as amended. L Dansereau seconded and the motion carried.

**II. Public Comments:** None

**III. Community Support**

A. Visioning information - FPF - D Munyak reported that the visioning results were posted on the website and the first statement made it into the September Magnet. Dave has agreed to post the individual statements one at a time on Front Porch Forum. K Mathewson agreed to print and post the results in their entirety at the Town Office, Vicki's, the Post Office, and the Library.

**IV. Sub-Committee Reports**

A. Public Relations - What's happening at the corner posts are continuing. D Munyak posted this week, K Hier is next up.

1. October 4 open house - T Hurcomb reported that the open house article was in the Magnet, the promotional poster is done and has been distributed. The committee decided that it would be good to post the event on Front Porch Forum next week and then also the week of the event so that folks can mark their calendars. Set up for the event will start on Friday morning with the footprint layout and putting up the tents. The Historical Society will let us borrow chairs and tables. The Library is working on their displays as well. K Mathewson reported that Nora has agreed to staff the refreshments table for us. Kimberly and P McWilliams will take care of getting the refreshments. The plan is for coffee, cider and cider donuts. D Munyak will remind the Select Board about mowing and weed whacking.

B. Fund raising - P Kenyon reported that the Fund raising subcommittee met prior to this meeting and have begun to take on tasks. The tasks include looking at specific granting possibilities and beginning the process of organizing for a capital campaign.

T Hurcomb brought up the special vote happening next week for the Fire Department and that depending on how that votes goes, the town's long term debt picture may change.

D Munyak asked about the final determination on Middletown Springs getting a designated Village Center status from the state of Vermont. T Hurcomb reported that

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the designation has been received and that status could help us when applying for grants.

**V. Building & Site Design:**

A. Library programming - ADA visit - Lisa Ryan, State of Vermont Community Development Specialist visited the Library on Sept 8<sup>th</sup> to look at the building and talk about ADA compliance. Building Committee members and Library Trustees attended. P Stevenson asked about ADA compliance and ramifications for non-compliance.

Those who attended the meeting reported that the big take away for non-compliance issues is that the fact that Library is trying to address the issues by exploring their options, either by moving to a new building or retrofitting and adding on to their current building, and trying to determine the best solutions, would satisfy the state that the library is doing what they can to address any current shortcomings. At this point there is no need to apply for a waiver. Once the library can determine their best course of action and if that is to remain in their current building they will need to have a plan to update and bring that building into compliance.

There was some discussion about the Historic Architect's report recently commissioned by the Friends of the Library as well as the options on the table through grants from the State of Vermont. Both these items were relevant to a Library meeting and off topic for the Building Committee meeting as they pertained purely to the options for the Library staying on West Street. Discussion was brought back on topic and the meeting progressed.

B. Schematics - M Beattie talked about his meeting with Mark McManus and the work each was doing to prepare drawings for the Open House on October 4. Mark will be working on a floor plan that includes just a town office, while Michael will work on a plan with two floors that contains a Town Office and a Library. Each floor plan will have costs associated with it. Michael also reported that Mark McManus will come to our October 1st meeting.

P Stevenson brought up his concern about ground water at the site and that the architects and engineers will need to address those issues in the building design. There was also a suggestion that engineers and architects will need to work with the State Highway Department if there will be any water drainage into the state highway.

**VI. Project Scheduling**

A. PCB / basement cleanup - D Muniyak reported that Ross Environmental had the slab removed on the 12th of September and that they have prepared the RFP for the cleanup. The pre-bid meeting is scheduled for September 26th. Bids are due on October 3rd. The goal is to have the work completed by the third week in October. The Agency of Commerce grant will cover the costs for this last piece of clean up.

B. Well / septic permit - D Muniyak reported that the Select Board met with Frank Parent, (Engineer) last week. Frank presented his information on his proposed holding tank system. The Select Board voted to have Frank Parent move forward on the septic design and apply for a permit from the state.

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We should know if the permit is granted by the end of the year. Once the permit is approved the well can be drilled.

M Beattie reminded us that Jerry Parker is willing to donate labor for well drilling and that FW Webb indicated they are willing to help us out with some good pricing on materials. We also have a couple in town who have indicated that they are willing to make a sizable donation toward the well supplies.

VII. Other Business: K Mathewson asked D Munyak about the signage for the open house. Dave is working on that and hopes to have it done by the open house

There was a bit more discussion on the details for the open house, touching on display materials, solicitations, sign-up sheets and so forth.

S Moyer requested that the Building Committee add in the cost of bringing the current library into ADA compliance and adding an addition for the library's future needs into the mix of cost analysis at the open house. M Beattie agreed to work with K Mathewson to determine the resulting square footage and to put an estimated cost to that potential project.

D Wright brought up that we did not include the appointment of a new Vice Chair to the original agenda. The committee agreed they were not ready to make this appointment tonight.

D Wright made a motion to table the appointment of a Building Committee Vice Chair until the next meeting on October 1st. T Hurcomb seconded and the motion carried.

Next meeting scheduled for Wednesday, October 1, 2014

Adjourn: M Beattie motioned to adjourn at 8:53pm L Danseareau seconded and the meeting was adjourned.

Respectfully submitted,

Patty Kenyon  
Building Committee Clerk