

**Middletown Springs Building Committee**  
**September 17, 2015 - MSHS**  
**Approved Minutes**

**Members Present:** David Munyak, Patty Kenyon, Lois Dansereau, Kimberly Mathewson, Maureen McCormack, Tom Hurcomb, Patty McWilliams, Robin Chesnut-Tangerman, Michael Beattie

**Members Absent:** Fred Bradley, David Wright, Kristal Hier

**Public Present:** None

**Call to Order:** The meeting was called to order at 7:14pm by D Munyak

**I. Minutes:**

- A. Approval of September 2 minutes.** - T Hurcomb moved to approve the minutes of September 2, 2015 as presented. M Beattie seconded and the motion carried.

**II. Public Comments:** None

**III. Sub-Committee Reports -**

**A. Public Relations-**

1. **FPF - update on postings** - Kristal posted on Aug 29<sup>th</sup> regarding library parking lot. D Munyak will draft something and post it soon.
2. **Update on short term improvements on the corner** - Barrels were removed, additional phone pole sections have arrived and have been placed, they still need to be staked down before the snow flies. Also want to get the light pole cut down and the dead tree cut down. R Chesnut-Tangerman volunteered to cut the tree & pole down. He and D Munyak will coordinate the project.

**B. Funding subcommittee-**

1. **Meeting date** - Subcommittee members set a work session for Monday, September 21, 7pm at library. The order of business will be to re-group and set a plan for moving forward.

**IV. Project Scheduling**

**Well / septic permit update** - D Munyak heard from Frank Parent that there are new rules at the Waste Water Division and they now cannot issue a septic permit until a well has been drilled and a water test completed. D Munyak shared his frustration with the system and the rule changes and seemingly unnecessary delays. The positive is that we can move forward with the well now. D Munyak & M Beattie will contact Jerry Parker of Parker Water Wells to find out what we need to do to get on their schedule.

**V. Building & Site Design:**

- A. Goals-** D Munyak will try to have a comprehensive list of goals for the next meeting. Library at their next meeting plans to look at their goals and rank their priorities in terms of programming.

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- B. Photos-** D Munyak brought in our “favorite” building style photos for a refresher as we continue to talk about what the building could/should look like.
- C. Digital Model - Tabled.**
- D. Communication issues -** D Munyak brought some concerns about effective communication to the committee that he thought we should address as a group. The group shared their thoughts on how we might improve communication and set expectations for moving forward. Topics ranged from how to come to agreement on important aspects of the design to are we, as a group, overtaxing the pro-bono architect and expecting too much. The group centered on the decision of whether or not the building should be constructed entirely above grade or partially below grade as a huge stumbling block for moving forward. The discussion ended with an idea that the group thought could solve that issue. Could we bring two design ideas and the estimated costs for each to the townspeople for an advisory vote at Town Meeting in March? The group agreed that would be the best way to provide a building that fit the needs, vision and finances of the townspeople. M Beattie indicated that he would be willing to work toward that goal and that with the appropriate direction and help from the group he could begin to produce these two options. D Munyak offered to help with modeling and assessing the topography in a more in depth manner. The committee will need to decide on a target for overall square footage needs as that number has been fluctuating. All agreed that we needed to scale back from the last drawings sizing. Next steps are getting the goals down on paper, setting a reasonable building size range and getting the well in.

M Beattie then shared a sketch he had drawn based on input from the last meeting and sized to the original base footprint of 2400 sf. The committee was generally pleased with how the building presented itself on the two sides pictured. There was a fair amount of discussion and questions regarding the grade and how things might work, but overall being able to see a sketch depicting one option for the exterior was just what many had been waiting for.

**VI. Other Business:** None

**Next meeting scheduled for Wednesday, October 7, 7pm at the MSHS building.**

**Adjourn:** T Hurcomb moved to adjourn at 9:20pm, meeting adjourned.

Respectfully submitted by,

Patty Kenyon  
Building Committee Clerk