

Middletown Springs Building Committee

November 4, 2015 – MS Library

Approved Minutes

Members Present: David Munyak, Tom Hurcomb, Lois Dansereau, Kimberly Mathewson, Robin Chesnut-Tangerman, Patty Kenyon, Kristal Hier, Patty McWilliams, Maureen McCormack, David Wright

Members Absent: Michael Beattie, Fred Bradley

Public Present: None

Call to Order: The meeting was called to order at 7:07pm by D Munyak

I. Minutes:

- A. **Approval of October 15 minutes.** - P McWilliams moved to approve the minutes of October 15, 2015 as presented. T Hurcomb seconded and the motion carried.

II. Public Comments: None

III. Sub-Committee Reports

A. Public Relations

1. **FPF - update on postings** - D Munyak put out a call for new ideas for future FPF post content.

Tom Hurcomb brought two items for consideration.

1. Publicizing the gift to the library from Maureen McCormack's sister. Maureen is fine with this idea. It was suggested that the library folks take this topic on as they have the most accurate information. This information should also be posted on the town website and on the new town Facebook page. (Suggested as November topic)
2. Since we have made a decision to go ahead with the plan to present the community two building options at Town Meeting, we should publish that decision and direction as a FPF post to give townspeople a heads up that this step is coming up and it's what the BC is working on intensely at the moment. We definitely want to make sure that we can accomplish the two drawings for town meeting before we promote that we will be doing that. (This is targeted for December which gives us some time to make sure we are on track to accomplish it.) When confirmed this information should also be posted on the town website and on the new town Facebook page.

B. Funding subcommittee

1. **Update** - P Kenyon gave an overview of the sub-committee's recent meeting. The focus of that meeting was to work on writing paragraphs that can be used for grant writing or supporting information in the future. The next, still to be scheduled meeting, will focus on completing the letter of inquiry for potential grantors.

Middletown Springs Building Committee

November 4, 2015 – MS Library

Approved Minutes

2. **Professional Fundraising help** - There was some discussion about reconnecting with Carrie Becker to see if she is still in town and willing to help. Patty agreed to try to make contact with Carrie.

IV. Project Scheduling

- A. **Well / septic permit update** - D Muniyak & M Beattie still need to schedule a meeting with Parker Water Wells. We have the well permit but can't get the septic permit until we have the well drilled.

V. Building & Site Design:

- A. **Design Goals** - D Muniyak has been working on his list of goals, will hopefully have more on that at the next meeting.
- B. **Communication issues** - D Muniyak still needs to schedule a meeting of the smaller group to talk about setting up a work plan for the architect and the committee moving forward.
- C. **Building Energy Goals**- D Muniyak brought up the discussion we had at the fundraising subcommittee level regarding energy goals for the building. The draft paragraph that P Kenyon wrote for the fundraising subcommittee was printed and handed out for members to review with the expectation that they will then give feedback at a future meeting.

VI. Other Business: D Muniyak reported that he went to the Proctor Open House to look at their existing Town Hall and the proposed new space. His plan is to put together a more detailed presentation on this visit and share it with the committee at one of the upcoming meetings.

Next meeting scheduled for Thursday, November 19, 7pm at the library.

Adjourn: D Muniyak moved to adjourn at 8:04pm, meeting adjourned.

Respectfully submitted by,

Patty Kenyon, Building Committee Clerk