

Middletown Springs Building Committee

April 6, 2016 – MS Library

Approved Minutes

Members Present: Fred Bradley, Lois Dansereau, Kristal Hier, Tom Hurcomb (7:07), Patty Kenyon, Kimberly Mathewson, Maureen McCormack, Patty McWilliams (7:09), David Munyak - Chair, David Wright. Michael Beattie arrived at 7:45pm

Members Absent: Robin Chesnut-Tangerman

Public Present: Terry Redfield – Select Board chair, Herb Childress – Select Board clerk, Peter Stevenson

- I. **Call to Order:** The meeting was called to order at 7:04pm by D Munyak

- II. **New Committee Clerk:** P Kenyon no longer able to be clerk with her additional commitments as a new member of the Select Board. K Bushnell Mathewson volunteered to take over as clerk. K Hier & P Kenyon offered to be back up as needed. P Kenyon moved to appoint K Bushnell Mathewson as clerk of the Building Committee. F Bradley seconded. Motion carried.

- III. **Minutes:**
 - a. **Approval of March 2, 2016 minutes.** – F Bradley moved to approve the minutes of March 2, 2016 as presented. L Dansereau seconded. Motion carried.
 - b. **Meeting of March 17, 2016** – regularly scheduled meeting was canceled in advance due to lack of quorum.

- IV. **Public Comments:** None

- V. **Presentation of Estimate prepared by Peter Stevenson:** P Stevenson volunteered after Town Meeting to prepare an estimate of the proposed design of the building. He spent 65 hours on the estimate. P Kenyon suggested his time be included on the list of in kind donations to the building. P Stevenson reviewed the “scope of work” lists he sent out ahead of meeting which covered the various aspects involved in construction. The lists were very thorough and gave the committee comprehensive idea of the materials.

Discussion ensued about the various types of relationships between owner (the town) and construction managers or general contractors. And, the importance of having a clerk-of-the-works. P Stevenson offered a number of insights based on his experience in the field. Additional discussion explored how to best leverage offers of donated labor or materials within the scope of the project and various oversight models.

Next step suggested by P Stevenson was to hire someone to do another estimate in order to have something to use in comparison to his. Once that estimate was done he would be willing to discuss the detail components of his estimate.

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Next steps suggested by M Beattie was to define in statements the parameters for the building and then look at the proposed design and the estimate to find ways to optimize the project.

The committee thanked P Stevenson for his work on the estimate and the insights he shared. Due to the hour, further discussion was postponed to the next meeting.

- VI. **Other Business:** none
- VII. **Adjourn:** by consensus at 9:35pm.
- VIII. **Next meeting:** Thursday, April 21, 2016

Respectfully Submitted,
Kimberly Bushnell Mathewson