

**Middletown Springs Building Committee  
Regular Meeting  
at the Library  
Wednesday, November 30, 2016**

**APPROVED MINUTES**

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**Committee Present:** Michael Beattie, Kimberly Bushnell Mathewson - Clerk, Robin Chesnut-Tangerman - Vice Chair, Lois Dansereau, Kristal Hier, Patty Kenyon, Patty McWilliams, David Munyak - Chair, David Wright

**Committee Absent:** Fred Bradley, Tom Hurcomb, Maureen McCormack

**Call to Order:** 7:10pm by David Munyak.

**Approval of November 17, 2016 meeting minutes:** Patty Kenyon moved to accept the minutes of the November 17 meeting as presented. Kristal Hier seconded. Motion carried.

**Public Comments:** none.

**Building & Site Design:** Bids received for Mechanical/Electrical/Plumbing (MEP) design and engineering were revisited and reviewed in further detail. Michael Beattie presented a revised spreadsheet overview. The committee is looking to recommend to the select board one firm to do MEP design and schematics, the same or different firm to do the energy model, and a different firm to do the commissioning. Attendance at the energy charrette would be included. Commissioning and the MEP design firms can't be the same firm. Discussion ensued.

D Munyak offered to work up several combinations of firms to see how to best utilize the skills of the different firms. M Beattie will review, revise spreadsheet, and will recheck google docs to make sure all proposals are available to all committee members. The rest of committee is to review all the RFPs to (re)familiarize themselves with the proposals.

Additional discussion about the process and timing ensued.

**Structural Engineer Bids:** M Beattie has approached four firms. Proposals are coming in.

**Well Update:** D Munyak to reconfirm with Jerry Parker as needed.

**Other Business:**

- a. **Budget requests:** Select Board is looking for input from all town entities on one- and five-year plans.
- b. **Town Meeting:** P Kenyon, speaking as select board member, recommends having the Building Committee's article appear as a line item in the general budget, for many of the same reasons the committee has discussed. Discussion ensued. M Beattie moved to authorize P Kenyon to request of the select board that a minimum of \$50,000 be budgeted for the Town Municipal Facility Reserve Fund in the FY '18 budget. Robin Chesnut-Tangerman seconded. Motion carried.

Next meeting scheduled for Thursday, December 15, 2016, at the Library.

**Adjourn:** M Beattie moved to adjourn at 9:25pm.

Respectfully Submitted,

Kimberly Bushnell Mathewson