

Middletown Springs Building Committee

APPROVED Minutes

January 4, 2017

Present: K Bushnell Mathewson, L Dansereau, T Hurcomb, P Kenyon, P McWilliams, D Munyak, D Wright

Absent: M Beattie, F Bradley, R Chestnut-Tangerman, K Hier, M McCormack

Called to Order: In the absence of an elected chair and the vice-chair, K Bushnell Mathewson called meeting to order 7:06 pm, at the Library.

Approval of Dec 15, 2016 minutes: Motion to approve the minutes are presented was made by P Kenyon, second by T Hurcomb. Motion carried.

Nominate/Discuss Open Chair Position: Several members of the committee offered reflections and suggestions. T Hurcomb and others praised D Munyak for his years of service and his level of commitment to the position of chair and to the project. The Committee is grateful he is willing to continue to serve. After a lengthy discussion, T Hurcomb moved to charge the chair, vice-chair, and clerk to act as a management team to help streamline and expedite the project. P McWilliams seconded. Discussion ensued in support of the idea and the hope it would spread out the responsibilities and relieve some of the burden from the chair as well as continue to keep the project on track. Motion was called and carried.

P McWilliams nominated P Kenyon to fill the vacant chair position. L Dansereau seconded. Motion carried, unanimously. K Bushnell Mathewson turned the meeting over to the new chair.

Public Comments: none

Sub Committee Reports:

Funding: None

Public Relations: Topic of Town Meeting was raised. D Munyak is working on section of the Town Plan which covers the Building Committee as requested by the Planning Committee. He will also craft the BC Report for the Town Report. Deadlines are Jan 6 and Jan 10 respectively.

After a brief discussion, it was decided that the committee would again host a food sale in the Historical Society during the open poll hours of Town Meeting, Tuesday, March 7. Advance promotion will be as soon as there is confirmation from MSHS that the kitchen and dining room are available. Promotion will be by PPF, Town Newsletter, and posters. At a future meeting, we will discuss what displays might be useful to have up either at the Informational and/or the Food Sale. The enlargements of the design study were suggested.

Project Scheduling:

Well Drilling: No update. D Munyak will check in again with Parker Water Wells before the next meeting.

Building and Site Design:

Project Consultant Selection: The notes M Beattie forwarded to the committee from his follow-up conversations with several engineering firms were discussed. This will be the primary topic for next meeting. The committee hopes to review information about possible firms for structural engineering and estimating as well. M Beattie was previously tasked with exploring both and bringing results to the committee. Intention for meeting on January 19 is to make a plan to move

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forward in order to make a recommendation to the select board on hiring engineering firm and commissioners. Any additional steps needed to be taken prior to the recommendation will be identified and worked into an action list. Once the select board hires approves hire of recommended professionals, we can schedule the Efficiency Vermont charrette.

Other Business: none.

Adjourn: Adjourned at 8:10 pm.

Next Meeting: January 19, 2017, 7pm at the Library.

Respectfully Submitted,

Kimberly Bushnell Mathewson, clerk

ACTION ITEMS:

- BC portion of the Town Plan: **D Munityak** to revise and return to Planning Commission by January 6.
- BC portion of the Town Report: **D Munityak** to write and submit by January 10.
- Town Meeting Food Sale: **P Kenyon** to post advance promo to FPF and February Town Newsletter.
- Vice-Chair position: **P Kenyon** to discuss with current Vice-Chair changes made to duties by motion of the Committee (above).
- Well Drilling: **D Munityak** to seek additional update before next meeting.
- List of Structural Engineering firms: **M Beattie** to pull to together list for next meeting.
- List of Independent Estimators: **M Beattie** to gather list of names.
- Prep for Details Discussion on Engineering options, and other next steps to be able to make recommendations to the select board: **EVERYONE!!** Be prepared to discuss in depth at next meeting.