

**Middletown Springs Building Committee  
Regular Meeting**

Middletown Springs Public Library  
Wednesday, May 3, 2017

APPROVED MINUTES

**Committee Present:** Michael Beattie, Fred Bradley, Kristal Hier – Vice Chair/Temp Clerk, Tom Hurcomb, Patty Kenyon - Chair, David Munyak, David Wright, Patty McWilliams.

**Absent:** Robin Chesnut-Tangerman, Kimberly Mathewson. **Public Present:** none

1. **Call to Order:** the meeting was called to order by P Kenyon at 7:07pm.
2. **Approval of Minutes:** T. Hurcomb moved, F. Bradley seconded the approval of the minutes of April 20, 2017. Motion carried.
3. **Public Comments:** none
4. **Building & Site Design**
  - a. **Report on Select Board meeting of 4/27/2017**
    - P. Kenyon presented the contracts we have in hand to the SB for signing at the SB meeting on 4/27/17
    - The SB opted to wait until they had **all** the contracts in hand so they can all be reviewed by the town lawyer at the same time and will anticipate signing off on them at their next meeting.
    - The SB did sign off on the Energy Modeling contract for John Penny so that piece could be started.
    - Discussion about some questions that D. Munyak had about the new contracts received from Zero by Degrees and John Penny.
    - Reviewed some other minor changes in the updated contracts that were received from the engineers who sent them.
  - b. **Energy Charrette Next Steps**
    - John Penny is working on the Energy Model
    - Discussion of Potential dates for the Charrette. We will offer all parties some dates over the next month and see which dates work for everyone.
    - The Committee brainstormed a list of contractors we could invite to the charrette to function in a consultant role. M. Beattie will ask the Efficiency Vermont people about who they have worked with in that capacity before.
    - Discussion of who else should attend the charrette so we can feel confident coming out of it that we have all the information we would need to make cost and efficiency comparisons between a conventional build and a modular build.
  - c. **Other considerations**
    - P. Kenyon, M. Beattie and D. Munyak will meet to discuss the details of how we will instruct the estimator to approach his portion of the work.

**5.Subcommittee Reports:**

**b. Funding subcommittee**

- Once the recommendation packet is approved by the SB, T. Hurcomb will update the application packet that was sent to Welch for potential future grants.

**c. Public Relations:**

- P. Kenyon will request the town crew to work on putting the corner back together after the winters plowing.

**6. Project Scheduling**

- a. **Well Update:** Moving forward to run the well and do the retest.

**7. Other Business**

- M. Beattie moved and P. McWilliams seconded the motion to accept K. Mathewson's request of a Leave of Absence for committee work until September 1, 2017. Motion carried.

**8. Next meeting scheduled:** Thursday May 18<sup>th</sup>, 2017 at the Library at 7pm.

**9. Adjournment:** Meeting adjourned at 8:15pm.

Respectfully submitted,  
Kristal Hier  
Clerk Sub