

Municipal Building Committee Meeting
February 19, 2019

Members in Attendance: Pat Callahan, Kristin Smith, Peter Cohen, Gloria Morse, Brad Havill, Melissa Roller, Kathryn Wilson (via phone), Stephanie Beling

Public: Chris May, Barb May, Mark Pruhenski, Neal Pilson, Jan Hartford, Candy Mountain

Call to order at 5:34pm

Motion to approve January 7, 2019 minutes, seconded and approved.

Chris May presented his current plan with plans for all three that is 12,000 sq ft
Town office 4000sf
Community space 4000sf
Library 4000sf

Enlarged community space, added storage and partition and added "family" bathrooms. Office space changed to have a larger meeting space.

Stephanie questioned size of lobby space. Kathryn mentioned that it could be a casual meeting space, exhibition space, etc. Historical documents as well.

Neal pointed out that a larger door would be a nice esthetic addition, or a double door. He also had concerns that the town hall meeting space might need to be larger. The partition across the community space is "acoustic" and is floor to ceiling.

For the annual town meeting the school will still be used. We are not looking to replicate this space.

The current plan:

Mark P. said we need to have a competitive process for the building since it is owned lands by the town. He recommends to an RFP (request for proposal). We will need to post a legal ad and then interview interested parties. If no one applies we can go with Chris right away. If there is a significantly low bidder the RFP does not force us to go by cost solely. We will investigate why and how a significantly lower bid would impact our decision.

Mark will continue to get details from the town attorney regarding next steps.

Financial: As part of the RFP the builder will be asked to finance the building
The town has stabilization funds that could be

3.1.- 3.2 million. Chris is in discussion with David Harrington at Lee bank and one idea is interest only if the town wants to pay it down in 3 years. There are municipal building loans which have

a lower interest rate. Going forward we need to identify how much we can afford in a lease payment and how much taxes would increase for residents.

We can explore grants that do not include construction loans.

Mark will invite Paul Lisi to the next meeting as well as speak with Bob Gniadek who is head of the finance committee.

Town Communication: we **could** do a presentation on where we are in the process at the May town meeting. We would need a special town meeting for town approval for the financing and the building.

Kathryn began a FAQ and with Pat, they are going through editing it. Pat will share it with the committee. Kristin and other committee members will make edits as well.

Fundraising; we need to get a few people to want to spend time on that committee. Stephanie will contact Ruth Bass. Neal, Kathryn & Roger, Pat and possibly Bob Youdelman will be involved with contacting potential donors.

Update on state library program: We won't know until state votes on budget. But it is not looking good. Could be as long as 2030.

Kudos to Kristin for the strategic plan of the library to the state that the state asked to use it as an exemplary example of how strategic plans for libraries.

Next meeting: What will happen for RFP process and what financial tools would we use/need.

Next Meeting Date: March 19th at 5:30

Motion was made to adjourn at 6:33pm. Seconded and approved.