

Municipal Building Committee
March 18, 2019

Members in attendance: Gloria Morse, Kristin Smith, Peter Cohen, Brad Havill, Dick Stover, Melissa Roller, Kathryn Wilson, Stephanie Beling, Pat Callahan, Roger Manzolini

Public: Chris May

Call to order at 5:30

Motion to approve minutes from February 19, 2019, seconded and approved.

Pat reviewed all that the work the MBC has done in the past 18 months.

Pat met with Mark P & town lawyers. We must abide by a set of rules that include hiring and bidding out the design and building.

At this point, this is a municipal project therefore we have to follow the state requirements for construction and building plans.

What needs to be done is:

- 1) Town needs to adopt design review procedures.
- 2) Hire a project manager
- 3) Design Bid (3 quotes)
- 4) Construction Bids (3 quotes)

The town will then be shown the conceptual project plan and vote on the entire project.

All fundraising will be put on hold.

Before next Meeting:

Get design procedures finalized & get a project manager (or least the first steps toward the project manager)

We will have an "update" ready for town meeting to inform townspeople of what the committee has done in the past 18 months and our plan for next steps

Next Meeting: Tuesday April 16th at 5:30 pm

Motion to adjourn at 6:23, seconded and approved.