

**Minute of the Meeting**  
**Municipal Facility Building Advisory Group**  
**Special Meeting**  
**July 10, 2014, 7:00 PM**  
**Location: Annex**  
**DRAFT**

**Attendees:**

**Edward Blaschik-Committee Member (ECB)**  
**David Morrison – Committee Member (DM)**  
**Karan Conover – Committee Member (KC)**  
Craig Mansfield- Director of Facilities (CM)  
**BOLDED NAMES ARE VOTING MEMBERS**

**Call to Order:**

Meeting was called to order at 7:10 PM

**Approval of Minutes:**

Motion by Ed Blaschik, seconded by David Morrison to approve the May 15<sup>th</sup> minutes. Motion passed unanimously.

**Election of Chairman and Secretary:**

Group chose to table the item until a future meeting when all members were present and alternates have been appointed. CM was asked by group to chair meeting.

**Project Scope:**

Discussion was held on the scope of current project. Ed expressed his continued concerns about demoing the Ray part of the building. Ed stated that he would like more information from the BOS on what the scope of work of the project now is and what areas need to be programed into the building. Craig stated he believed that the direction from the BOS and BOF was that all departments from the Town office Building, Riverhouse and BOE building needed to be included into the program. Ed stated that his ultimate goal is that there be "One Stop Shopping" for residents including areas like EHYFS.

Additional discussions were held on if the Ray section is demoed we would have the possibility of relocating the Town Clerk and vault addition closer to the entrance as David Nelson had pointed out at previous meeting. Craig also reviewed the discussions from the Emergency Service Committee and the felling of the group after meeting with Morton Buildings. The ESC group plans to do more research but feels the area that the Ray building is currently located would be the best location in the future for locating a new fire station. Preliminary research appears that constructing a prefab building like Morton is much cheaper than attempting to rehab the current building.

After discussion, the group agreed that more committee members present and more information was needed before any recommendations could be made around whether or not to tear the Ray section down.

The group discussed the need to complete the environmental studies for asbestos and PCB's. Craig provided the group with three quotes and the group briefly reviewed the scope of work listed on each quote. After some discussion, a motion was made by Ed Blaschik, seconded by Karan Conover to recommend to the BOF they fund the environmental study to be completed by Fuss and O'Neil. Motion passed unanimously.

Craig provided the group with a quote and information from a second estimating firm as the group had discussed doing at past meetings. After some brief discussion the group agreed that until the scope of the project was determined and agreed upon, it would be difficult to get an accurate second estimate.

#### **New Business:**

Craig discussed that Silver Petrucelli had provided a quote for helping rework the building if the Ray section was to be demoed, creating a new entrance, to move the project through the next round of public hearings and to referendum. After a brief discussion, the group agreed that this could not be moved forward until the group came to agreement on the status of the Ray portion of the building.

Ed noted, it is extremely important that at the next meeting we have all the members of the group present to have a discussion on what the recommendations are and how we move the project forward.

#### **Audience of Citizens:**

No citizens were present

Next Meeting:

The next meeting will be held on July 24, 2014.

#### **Adjournment:**

Motion by Ed Blaschik seconded by David Morrison to adjourn at 8:15 PM. Motion passed unanimously.

Submitted:  
Craig Mansfield  
7/18/14