

Monkton Municipal Building Committee Meeting – Minutes

Date: June 6th, 2018

Call to Order

The meeting was called to order at 702

Attendance

Those in attendance were Stephen Pilcher, Peter Norris, Ian Smiley, Jere Urban, Peter Straube, Heather Bessette, Eric Bown, and Deborah Rickner

Announcements

Stephen announced that since the last meeting, all in attendance were officially appointed to the Monkton Municipal Building Committee.

Minutes of 4-25-18 were reviewed. Peter Norris made the motion to approve the minutes. Eric Bown seconded the motion. Stephen Pilcher, Peter Straube, Deb Rickner and Ian Smiley voted to approve the minutes. Committee members who were not present at the meeting on 4-25-18 abstained from the vote

Minutes from 5/31/18 were reviewed. There was an amendment to change “Hillary” to Heather. With respect to timeline, a committee member spoke for capturing what community groups to reach out to (eg to Fire Department) prior to the September meeting in the minutes from the meeting on 5/31/18. Eric Bown made a motion to approve the minutes. Jere seconded that motion. The committee voted to approve the minutes, Stephen and Ian abstaining.

New Business

Questions regarding a two-story building design

With the aid of a hand-out, Eric Bown explained why a design based on a two-story walk-out concept should be the more economical option for a new town building than a one-level design can be.

Jere Urban had questions and appreciative comments in response to Eric Bown’s presentation. He asked about dealing with condensation. Eric Bown spoke about insulation of the floor, that most condensation is dealt with by insulation of the floor, and utilities placed in rear half of bottom floor. Jere Urban said that the design should for a new town building should allow for exposure to “wicked weather. Jere Urban likes the idea of including a porch except around the north side, benefits of porches.

Stephen Pilcher had questions in response to Eric Bown’s presentation about the benefits of a two-story design concept. One of Stephen Pilcher’s questions was about access to the lower floor, access from a car. Stephen Pilcher asked if a split-level parking lot is what would fit the two-story design concept. Eric Bown agreed that a split-level scheme for parking lots is what would fit the two-story design. One idea is to share the upper level parking lot with the church next door. Eric Bown said that the parking lot will match the grade of the site. Eric Bown explained the cut-and-fill site-work technique that would be used with, to raise the level of the building at the upper/front level, with construction to the two-story design concept. Some material is used to level area on the west side of the lower level.

3 priorities for a new municipal building

The committee discussed how to collect 3 priorities.

The committee settled on using sticky notes to collect ideas on 3 priorities for new building proposals.

Stephen Pilcher read out what people had written on their 3 sticky notes. Melanie Cote and Peter Straube put the stickies on the door.

Committee members spoke for different concepts they though basic building proposals should include.

The committee debated trade-offs in cost savings between a two-story concept which may have less shared spaces for functions, and single-level designs which might allow for more shared spaces for functions

Stephen Pilcher recommended that committee develop two design types, 1) two level, basic and Cadillac 2) single level, basic and Cadillac.

Melanie Cote asked for clarification of features that these four designs will include. For the two-story concept, there could be town offices on the first level, lower level not finished with library. The Cadillac two-level design could include town offices and community space on the first floor, and a library on lower level. The basic single level design includes a town office and conference room(s) and the Cadillac single level design could include town offices, a library and community rooms. Peter Norris and Eric Bown will work on two-level designs. Peter Straube and others will work on single level designs.

Cost Estimates

The committee discussed who to get cost estimations from. The committee agreed that the same person should provide estimates for all the designs. Peter Norris and Eric Bown will reach out to folks who could provide estimates.

There was discussion of having cost estimations ready for the regular June meeting of the Municipal Building Committee.

Consultants for the committee

The committee agreed that for the meeting in August , they will invite Rob Bast to come in and review our proposals, prior to our September community forum.

Peter Norris also suggested that the committee should talk to the Planning Commission about what they did in reaching out to the public because they have held some impressive public outreach events.

Other Business

The next meeting was scheduled for Wednesday, June 27, at 7pm.

Adjournment

Eric Bown made a motion to adjourn, Melanie Cote seconded the motion to adjourn. Meeting adjourned at 840pm