South Thomaston Library and Community Center Facilities Committee Minutes August 26, 2024 5:30 PM Gilford Butler Library and Community Center

Present On the Board:, Pennie Alley co-chair, Kevin Bunker co-chair, Michael Kalinowski, John Koffel, Catherine Lerme, Candace Smith, Maureen Spencer, Lynn Tootill, Marcia Turner

Others Present: Moira Paddock, Betsy Lunt, Carol Zwick, Paul Dimaggio.

Zoom Present: Sally Merchant. Terri Baines, Sue Winters.

- 1. Pennie Alley Called the Meeting to order at 5:32 PM
- 2. Adjustments to the Agenda: None

3. Review and Approval of Minutes from Julv 30. 2024. Bunker moves. Turner Seconds. Approved 9-0.

- 4. Public Comments for Items not on the Agenda: None.
- 5. Old Business

a. Discuss Recommended Reading: Kalinowski notes missing minutes from past Agendas. Candace will send available older minutes to all members. Paddock said there was no quorum for the last facilities meeting and so no approved minutes.

b. Discuss Architectural Proposals Received

Bunker has worked with both Archetype and Winton Scott. Emphasizes the need to keep the the process moving. Suggests that the two proposals are basically apples to apples. Price should not be only consideration.

Spencer liked Winton Scott with relevant work shown. Bunker: noted that Archetype was the larger firm with Winton Scott smaller firm. Proposals at least included two meetings with the committee.

Tootill reviewed Archetype projects online and had a favorable reaction.

Lerme commented that size can make a firm nimble or not and size is related to overhead.

Typical fees for the final portion not known.

Koffel: Motion to approve Winton Scott contract based on relevant projects completed and included in the proposal.

Second: Smith.

Discussion: Turner liked smaller size of Winton Scott firm.

Kalinowski asked if one firm better than the other on insulation performance?

Bunker: Energy model needed. Suggested use of an envelope consultant for insulation design. Suggested that the best payback is in the roof insulation except for a non profit the intent is to get payback by limiting a future burden on the tax payer.

Alley asked about Maine preservation fund. Bunker says they are not likely to have much money to allocate.

Motion to Approve Winton Scott Proposal Passed: 8 in favor with Bunker abstaining.

Discussion ensued on where to put an addition for a multipurpose community room

Bunker suggested the addition could be an extension to the front of the building towards the Keag and church to best connect GBLCC to the Town center.

Lerme suggested put the addition in the back to stay away from the road, for safety and tranquility.

Bunker wants to talk with Gartley about the site work.

Turner wants to support review of the lower level and see the windows restored.

Koffel made a motion to solicit proposal in the amount of \$5,000 from Gartley & Dorski if funds are contributed and accepted by the Select Board. Bunker pledges \$5,0000 contribution to civil engineering process.

Second: Lerme

Motion passed: 8-0 with Bunker abstaining.

- 6: Other Business: None
- 7. Correspondence: Acknowledgement of Previous Facility Committee

Kalinowski: Will draft a letter of appreciation to go to all past committee members.

Tootill: Final report was an amazing amount of work, and we appreciate it.

Lerme: Communication is essential. Language is critical and need full distribution including list serv.

8. Schedule Next Meeting

Alley offers schedule for next meeting as either 17th or the 23rd of September depending on the architect's availability.

9. Turner: motion to adjourn Second by Smith.

Motion passed 9-0. Meeting adjourned at 6:55 pm.