

## Selectmen's and Municipal Facility Committee

### Meeting Minutes

Monday, August 14, 2006, 1:00 p.m.

Corner Meeting House

Select Chair Brian Watterson called the meeting to order at 1:13 p.m. Also in attendance were Select Vice Chair and Chairman of the Municipal Facilities Committee Ron Cormier, Selectman Reginald Caldwell, Police Chief Vincent Baiocchetti, Town Administrator Jeanne Beaudin, Ron Mitchell, Richard Fournier, Pleasant Oberhausen, and George Condodemetraky.

MFC Chairman Ron Cormier introduced the committee and board members to Dennis Mires, P.A., The Architects. Dennis Mires and John Urdi represented the firm. They made a presentation to the committee which included their experience, steps they will take with the Town once hired to get to the March bond vote, areas of the budget they will submit, examples of past job floor plans, and suggestions of square footage of the proposed building.

Chairman Cormier questioned what role the committee will have as the project progresses when it comes time to choose one floor plan over another, one type of flooring over another, etc. Dennis Mires stated that they prefer constant input of the Town and that weekly meetings through some parts of the project have been helpful in the past.

George Condodemetraky questioned the firm's knowledge of the NH Energy Code. Dennis Mires stated that their firm's standard practice is to build to exceed the code and that they have various options for buildings that effect the energy model.

Pleasant Oberhausen questioned the length of time it takes from moment of hire to the Town receiving a budget from the firm. Dennis Mires said that typically he sees it taking 3-4 months. There was discussion regarding the budget season time frame and the need for the budget numbers by November/December.

Chairman Cormier question what assistance the firm could give to the Town to help the budget pass at bond vote in March. Dennis Mires suggested that the Town continually release information to the residents throughout the process so that when the residents are asked to attend various public meetings they are not caught unaware of anything that has occurred.

Dennis Mires and John Urdi left the meeting at 1:45 p.m.

At 1:50 p.m. Samyn-D'Elia Architects appeared before the committee. Ward D'Elia and John Otte represented the firm. Their presentation to the committee included

the process the firm follows from the time they are hired through the ribbon cutting. There was discussion on GC energy cost concerns, and discussions that would need to happen prior to going out for pricing for a GC construction spec. When asked what the firm's thoughts were on the existing PD site as Town Offices, and the proposed PD site, the firm stated that they have some concerns on both sites. Their concern with the existing PD site is primarily the parking, and the concern of the proposed PD site is the apparent wetlands section. This could cause a problem with setbacks and parking areas, and overall usable space. There was some discussion amongst the committee members around the wetlands area at the proposed site.

There was further discussion regarding the budget passing at bond vote, past PD jobs the firm has done, and thoughts on working with a CM during the project. The firm left the meeting at 2:30 p.m.

At 2:45 p.m. Sumner Davis Architects, Inc. appeared before the committee. Kelly Davis and George Little represented the firm. The firm made a presentation to the committee which included the history of the firm, types of projects they have done in the past, details of current projects they are doing, and marketing efforts they will do prior to bond vote in March to help the vote pass.

There was discussion around hiring a CM, the schedule the firm follows, and the NH energy codes. Also questioned was the firm's thought on the existing PD being used as Town Offices. The firm stated they would like to do a feasibility study to determine the best use. The costs of the study were discussed. Feasibility studies cost 10-12% of the total fee, which would mean the study would cost \$15-17,000. The cost of the study is then rolled into the total cost once the voters approve the budget in March. Involvement of the committees in the process, with choosing design or materials, was questioned. The firm stated that they would make suggestions on what should be used and will come to the committee when certain items need to be stepped up and therefore discussed.

The firm left the meeting at 3:30 p.m.

At 3:35 p.m. BreadLoaf Corporation appeared before the committee. Mac McLaughlin, Asher Nelson, Fred Belucci, and Paul Wyncoop represented the firm. The firm made a presentation to the committee on the history of BreadLoaf, explanation of the design build concept, projects they have done in the past 5 years, the collaboration of the town and the firm, lifetime cost considerations, the proposed site, concepts for the current PD's use as Town Offices, the budget for the project, and the roles of the CM and PM.

The firm's knowledge of the NH energy codes was questioned. Asher Nelson stated they he is aware of the VT and MA codes more thoroughly than NH but that the goal of the firm is to build energy efficient buildings and will follow the wishes of the client as to how above and beyond the codes they want to go.

The cost of the project was questioned and the firm stated that without more information on the specifics of the project and what the Town wants in the building they couldn't answer. The guestimate given per square footage was \$226.00, based on previous PDs and projected 2007 cost hikes.

The committee questioned what assistance the firm could give with getting the bond vote passed in March. The firm stated that they can help as much or as little as the Town prefers. They have helped in the past with television interviews on local access stations, creating brochures for residents, creating media boards, appearing at public meetings, creating models, and even mass mailing to residents of information on the project.

The firm left the meeting at 4:15. The committee scheduled to meet on Wednesday, August 16, 2006 at 6:00 p.m. to discuss the presentations.

Chairman Watterson moved to enter non-public session at 4:20 p.m. in accordance with RSA 91-A: 3-II(c). Roll call was taken and those present and voting were Brian Watterson, Ronald Cormier, and Reginald Caldwell. Also present was Town Administrator Jeanne Beaudin.

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Brian Watterson, Chairman

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Ronald Cormier

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Reginald Caldwell