

Belgrade Building Committee

Results of the September 10, 2008 Special Meeting

A regularly scheduled meeting was held on September 10, 2008 at 6:00 PM, at the Belgrade Town Office. Those members in attendance were: Gordon Pow, Conrad Shaw, Leilani Carlson, Dennis Purington and, Rene Burdet. Ad hoc members present were Dennis Keschl, and, Spike Carey.

Members not present were Peter Gagne and Dan Newman

This represented a quorum for the conduct of official business.

Non-committee members present were: Loyce Hayslett, Pat Pow representing the Belgrade Public Library; Nan Mairs of the Belgrade Historical Society. Earl Morse, a Belgrade resident, was also in attendance.

Old Business: The following actions were taken:

1. Reviewed and approved the Results of the July 30, 2008 meeting.
2. Reviewed and accepted the meeting minutes of the Joint Meeting with all the stakeholder organizations with Dick Reed and Cynthia Loebenstein of Reed & Co. on September 3, 2008.
3. Reviewed the Progress Report #2 which Gordon Pow gave to the Select Board on August 19, 2008.

New Business:

1. The Committee reviewed the Schematic Design 9-1-08 of the proposed prepared by Reed & Co depicting how the proposed Multi-Purpose Municipal Complex would be situated on the Stuart lot. Gordon repeated to the committee that the architects stated that the lot would be adequate to accommodate the proposed 18,229 square foot building with the 55 proposed parking spaces. However, accommodating the storm water runoff may present some issues given the amount of impervious surface being proposed. The Committee was reminded that they were reviewing the space needs for a 25 year period, and perhaps a simple solution would be to slightly reduce the size of the footprint of the building if storm water runoff solutions become a significant problem.
2. The Committee was also informed that Reed & Co. was meeting with the Library group to review their changes this evening and that based upon the outcome of that meeting other changes to the size of the proposed building and/or the footprint of the building may be forthcoming.
3. The Committee then began to review and discuss the 9-3-08 floor plan Schematic Design of Phase 2 upper and lower floors as presented by Reed & Co at the September 3, 2008 meeting.

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The Chair indicated he had received comments from one individual since the September 3 meeting. Those comments came from a municipal employee. Those comments were:

- a. As the lower floor was designed, many of the employees would be working near the rear portion of the floor where there may not be much natural light.
- b. The lobby/vestibule area appeared to be some distance from the counter in the Main Office area and this may be a problem for some handicapped and senior citizens.

Comments by various Committee members were:

- a. Vault and long-term storage needed to be expanded and designed to be shared space for all the entities occupying the building. Partitions could be used inside to control access for each of the organizations to their assigned areas.
 - b. Employee break/lunch room should be designed to be shared by all of the building occupants, rather than to each have their own areas.
 - c. It was suggested that based upon the pitch of the roof, perhaps some storage area could be located in the attic space items that were needed to be stored which were not official records or of an historical significance such as holiday decorations or similar items.
 - d. A lengthy discussion was had regarding the Food Pantry and whether to include space in the Complex for that organization. Dennis Keschl stated that there may be some legal issues which need to be resolved, before we go much further with the inclusion of the Food Pantry in the proposed Municipal Complex. Everyone agreed that if it were not possible for the inclusion of the Food Pantry in this Complex, it is crucial that an alternative solution be found for the Food Pantry in another location.
 - e. More closet space should be incorporated into the plan
 - f. A small area in the Community meeting Room area should be built to accommodate small cooking area, coffee pot, small refrigerator, micro wave and sink so as to serve beverages and snacks. Also space should be accommodated for the storage of supplies and minor equipment that is used in the Conference/ Community room. Storage for unused chairs and tables also should be incorporated into the plan.
 - g. The Preliminary Project Budget as supplied by Reed & Co. was discussed for each of the phases.
4. The Committee then had a lengthy discussion questioning the definition and practicality of the phases of construction as we currently have them

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defined with the Library being built first phase and the Municipal functions being built in the second phase.

The alternative which the Committee discussed, and appeared to favor, was that the first phase should be a combined Complex with a footprint of approximately 6,000 square feet and a total building of approximately 12,000 square feet, which basically meets what, is the ten year need. The second phase would be the addition of 6,000 square feet at a time in the future that the 12,000 square feet is no longer adequate. In this regard, some of the planned municipal space could be reduced, such as the elimination of the Appeals Board, Planning Board and, Emergency Management space; the downsizing of the Community Meeting/Select Board/Public meeting room to a 50 to 60 seat capacity. The Library group would have to downsize and/or alter their plans to have this work, but if they are downsizing from their 25 year plan, this approach would have a greater chance of voter approval.

The Committee felt that by completing the 25 year plan with the changes that have been proposed, and then having the 10 year plan completed, which excludes the Food Pantry voter's would then have a choice and that at least one of the plans would be chosen, rather than run the risk of having neither plan chosen under the original scenario.

There being no further business, the meeting adjourned at 8:00 PM.

Gordon R. Pow, Chairperson