

SUBJECT TO APPROVAL

Academy Community Center Building Committee
Monday, October 24, 2022, 5:30 p.m.
Zoom Only
Meeting Minutes

Chair Joe Ballantine called the meeting to order at 5:30 p.m.

Members Present: Joe Ballantine, David Speerli, Eileen Davis, Joe Paradiso, Joan Walker, Anne Kelley, and AJ Miller.

Others Present: Al Goldberg (BOS Liaison), Erin Mannix (Town Planner), Bill McMinn (Facilities Director), Jaclyn Lehet (Exec. Assistant/Recording Secretary)

1. Public Comment.

None.

2. Approval of Minutes: October 11, 2022.

MOTION BY Joan Walker, seconded by AJ Miller to table Approval of Minutes from October 11, 2022.

VOTE: this motion passed unanimously.

3. Set a Committee Working Plan for the next 6 to 8 months.

Chair Joe Ballantine presented a draft working plan for the next 6-8 months including; Roles of OPM, Advisory Committee and ABC going forward, special meeting approval and ABC activity between meetings, facilities clean up and security of Academy School, Architect RFP, selection and award, building design and uses and more.

The Committee agreed to invite Austin Hall (Beach and Recreation Director) and Scott Cochran (Youth and Family Services Director) to the November meetings to discuss space needs and program activities.

MOTION BY Joan Walker to hold a special meeting on Monday, November 7, 2022 at 5:30 p.m. via Zoom.

Discussion: this meeting will be to review and approve the Architect RFP.

VOTE: this motion passed unanimously.

4. Discuss 2023 meeting dates.

A doodle poll will be sent out to narrow down dates/times for 2023 meeting dates.

5. Liaison/Committee Members Remarks.

Bill McMinn, Facilities Director, met with Pat Munger Construction and provided the Committee with the following cost breakdown for the additional work that is needed / requested:

- **Clean up:** Move furniture and items to create safe walk paths and remove large

debris (no sweeping or vacuuming). Labor & Material Cost: 2 people, 2 days.
Mason dump, materials and disposal - **\$2,600**

- **Egress and security:** Make designated doors operable for egress and as secure as possible. Make sure all windows are secure. Provide and install adhesive signage, exit, not an exit, no trespassing and video surveillance. Labor & Material Cost, 2 people, 2 days **\$3,180** (additional day, 2 people- if needed **\$1,270**)

The Committee discussed how the building will be turned over to the contractor, will the items inside be disposed before or after, hazardous vs. non hazardous materials, liabilities, and importance of not disturbing/sweeping materials at this time. B. McMinn and Colliers will draft an RFP for scope of services to remove all other items.

MOTION BY Joan Walker and seconded by Anne Kelley to hire Pat Munger Construction for Egress and security with the addition of cleaning gutters and roof for an amount of \$3,180.00.

VOTE: this motion passed unanimously.

B. McMinn will set up a meeting with the Police Chief to discuss further security concerns.

6. Public Comment.

None.

7. Adjourn.

There being no objection, the Committee adjourned at 7:18 p.m.

Respectfully submitted,

Jaclyn Lehet