

**Town of Epsom  
Town Hall Renovation Committee Meeting Minutes  
December 13th, 2021 at 1:00pm**

Gary Matteson, Chair  
Keith Cota, Vice Chair (absent)

Approved: **Matteson/Wysocki**  
Vote: **In favor, 6-0**

**Call to Order**

Mr. Matteson called the meeting to order at 1:00pm.

Present: Megan Rheaume, Meadow Wysocki, Carol Zink-Mailloux, Virginia Drew, Selectmen's representative, George Carlson, Gary Matteson, Frank Lemay, David Baer, Jason LaCombe, Bob McKechnie.

**Construction Manager Interviews:**

1:30PM

Milestone Construction: Frank Lemay and David Baer presenting:

Mr. Lemay and Mr. Baer presented their proposal in response to the RFP that was issued by the Town Hall Renovation Committee. They went over their history of existence, the types of projects they have worked on over the years, and the many references they have accrued from such projects.

Mr. Lemay and Mr. Baer exited at 2:25PM. The Committee deliberated.

2:45PM: McKechnie Construction: Bob McKechnie

Mr. McKechnie arrived at 3:25. He discussed his interest in being the Construction Manager for the project. He noted how long he has been in business, and gave references on previous projects he has worked on. He did not present a budget, as he had not reviewed the RFP before arriving at the interview.

Mr. McKechnie exited at 3:45pm. The Committee deliberated.

**Motion by:** Ms. Wysocki to recommend Milestone Engineering and Construction to be the Construction Manager. **Second by:** Ms. Zink-Mailloux. **Motion passed unanimously; 6-0.**

The Committee recommended that all aspects of the project be combined into one project. This includes the full renovation of the Old Town Hall, finishing the lower level of the Old Meetinghouse, the septic system, and the parking lot.

**Next meeting agenda:** Ms. Zink-Mailloux discussed setting the next meeting agenda. The Committee's next meeting will be on January 3<sup>rd</sup> 2022.

- Review of Board of Selectmen's decision.
- Coordinating the scope of the project.
- Preparing a budget for the Board of Selectmen.
- New business

**Other Business:**

Mr. LaCombe discussed the status of the septic design with Mr. Carlson. Mr. Carlson gave Mr. LaCombe Matt Moore's phone number to get an accurate status on the plans. Ms. Zink-Mailloux discussed when to have the information sessions and what should be discussed. She questioned whether or not to publicize it on Facebook. The Committee stated it should be after January 3<sup>rd</sup>, but before February 5<sup>th</sup> 2022.

The Committee is working on forming a unified statement to present to residents. They're working on getting the budget organized, and the scope of the project. The Committee will be meeting with the Board of Selectmen on January 3<sup>rd</sup> 2022 to finalize the budget, funding sources, and writing a Warrant Article.

**Motion by:** Ms. Wysocki to adjourn at 4:36pm. **Second by:** Ms. Zink-Mailloux. **Motion passed unanimously; 6-0.**

Respectfully submitted,

Megan Rheume, Secretary