

**Town of Epsom
Town Hall Renovation Committee Meeting Minutes
January 3rd, 2022 at 5:00pm**

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

Approved: **Wysocki/Carlson**
Vote: **In favor, 7-0**

Call to Order

Mr. Matteson called the meeting to order at 5:00pm.

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

November 30th and December 13th 2021 meeting minutes approval:

Motion by: Mr. Matteson to approve the minutes from 11/30/2021 and 12/13/2021 as written.

Second by: Ms. Wysocki. **Motion passed unanimously; 6-0.**

Discussion:

Review of Selectmen's decision:

Mr. Matteson thanked Mr. LaCombe and Mr. Lemay for their timely preparation of the quote for the project. The Committee reviewed the quotes from Milestone Construction. Mr. Matteson discussed the funds to be drawn from the Unassigned Fund balance. Ms. Drew noted the percentage that would be left over after the funds are drawn. She discussed the Board of Selectmen's willingness to draw funds from the Unassigned Fund Balance to assist with the cost of the project. Ms. Drew reviewed some of the lines in the project quote and noted that some items seemed overbudgeted and could likely be reduced.

Mr. Matteson presented his PowerPoint presentation to the Committee and discussed each slide. He noted he will also be presenting this to the Board of Selectmen and the Budget Committee.

Ms. Drew suggested some wording changes on various slides. Mr. LaCombe suggested adding more detail of the scope of the project in the presentation.

Mr. Carlson questioned, for comparison purposes, what a new Town Hall building would cost.

Mr. Lemay gave a rough estimate of \$2.5 million. Mr. LaCombe estimated over \$2 million.

Mr. Matteson inquired if the septic cost was factored into the quote. Mr. Lemay confirmed it was not included. Mr. Lemay discussed the cost of the septic system installation and site work.

Mr. Matteson suggested having more detail in the site work section of the quote that shows the septic cost. Mr. Lemay noted he would have the details documented and sent to the Committee.

Ms. Drew reviewed the quote and inquired if anything could be cut. Mr. LaCombe advised against it.

Public Meetings and Informational session scheduling:

Ms. Drew discussed having members of the Committee present at the upcoming Budget Committee meetings and Public Hearing. The Committee discussed potential dates for the informational sessions. Ms. Zink-Mailloux suggested having the first session on Saturday January 22nd at 1pm at the Library. All agreed. The second session will be scheduled for Tuesday February 1st at 6:30pm at the Epsom Central School in the cafeteria. Ms. Zink-Mailloux will reach out to both places to inquire about availability. Mrs. Rheume inquired if sending a mailer would be helpful. Ms. Drew and Mr. Matteson agreed that it would be if the Board of Selectmen would support it.

The Committee agreed not to schedule another meeting until after the Deliberative Session.

Motion by: Mrs. Rheume at 6:26pm. **Second by:** Ms. Wysocki. **Motion passed unanimously; 6-0.**

Respectfully submitted,

Megan Rheume, Secretary