

Southampton Building Reuse Committee Meeting No. 13

Committee Members Present:

Libby Baldwin	Gary Swanson
Doug Blanchard	Angela Valinski
Bruce Coombs	Tom Whiteley
Paula Maak	Margaret Walden

Others Present: Dennis Sullivan

From: Libby Baldwin

Meeting Date: April 2, 2009

**Date Minutes
Issued:** April 8, 2009

On April 2, 2009, Southampton's BRC Meeting No. 13 opened at 7:15 pm at Town Hall. The following are discussion items from the meeting.

1. General

- a. Minutes from meeting No. 12 were accepted, with corrections. Amended minutes were subsequently issued.

2. Proposals for Architectural Services

- a. At the last meeting, the 10 proposals received for architectural design services were distributed to BRC members. Prior to Meeting No. 13, each BRC member individually reviewed each proposal and ranked each in accordance with the ranking criteria outlined in the RFP. At the meeting, each proposal was discussed, including project approach, qualifications, references, and individual rankings. The BRC determined that the following firms will be interviewed:
 - Reinhardt Associates, Inc.
 - Casella Design Associates
 - Caolo & Bieniek Associates Inc.
 - Design Partnership of Cambridge
 - Clark & Green Architecture Design
- b. Interviews will be held in 1-hour slots according to the following schedule:

• Interview 3 candidates	April 9, 2009 @ 6 pm
• Interview remaining 2 candidates	April 14, 2009 @ 6 pm
- c. The BRC discussed the budget for the construction phase, including the cost estimate prepared by Caolo & Bieniek Associates Inc. during the study phase. BRC members expressed concern with completing all renovation work within the available budget. During the interview, the BRC will discuss the validity of the study phase cost estimate with Caolo & Bieniek.

3. Energy Committee Coordination

- a. Margaret Walden spoke with the chair of the Energy Committee and determined that the committee has just begun meeting. They would like the architects to consider energy savings in their design. The BRC questioned if there were any grants available. Doug Blanchard will contact Northeast Utilities about available grants or rebate programs.
- b. Angela Valinski spoke with PVPC regarding potential funding sources. PVPC noted that the Town is probably not eligible for block grants. Angela will contact PVPC again to discuss other grants available for energy efficient designs, and will also ask if the Town must keep the retail space component as part of the project.

4. Miscellaneous

- a. PVPC inquired, via email to Diana Schindler, if there were any comments on their "non-selection" as the OPM. Gary Swanson responded.
- b. Paula Maak will continue working with Town Employees in Town Hall regarding their space needs, and Margaret Walden will speak with a representative from the Senior Center regarding their space needs.
- a. The next meeting will be on Thursday, 4/9/09 @ 6 pm at the Town Library.
- c. The BRC meeting dissolved at 8:55 pm.

5. Action Items

Item No.	Responsibility	Item
12-1	Gary Swanson	Finalize DAS/Town contract for signature
12-4	Margaret Walden	Work w/Energy Committee to review potential energy efficiency alternatives with respect to project design
12-5	Angela Valinski	Continue work w/PVPC to review possible funding sources for project
12-6	BRC members	Review "buy local" information
13-1	Doug Blanchard	Contact Northeast Utilities about grant or rebate programs