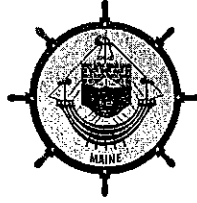


Town of Eliot



Capital Improvement Committee

Capital Improvement Committee

MINUTES

Thursday, March 25, 2021 at 4:30 p.m. at the Town Hall

1. Roll Call: Ed Henningsen, Pam Mondschein, Sam Scott, Bradford Swanson, Megan Zotara, Wendy Rawski (Town Clerk)
2. Ed made a motion to start the meeting at 4:30 p.m. and Megan seconded with unanimous approval.
3. Discussion of Architect Proposals:
 - a. Oak Point Associates, Placeworks, and Port City Architecture made hour long presentations on Friday, March 12, 2021, starting at 9 a.m. and ending at noon.
 - b. The Capital Improvement Committee was under the impression at the time of the presentations that funds were available to pay for the initial fees for the chosen firm, but it was brought to our attention that the use of these funds needs to be approved first. This will be on the June 8, 2021 ballot.
 - c. Educational information regarding the critical need for upgrading the current Town Hall or building a new Town Hall needs to be prepared and distributed to Eliot residents before the June election.
 - d. Ed will draft a letter for Wendy Rawski to the three firms to determine if the delay in the approval of the funds affects their proposal.
 - e. DECISION: Once the firms respond to the above letter, two will be chosen to give short presentations to the Select Board. Megan made a motion to approve this decision and Sam seconded with unanimous approval.
4. Police Heating Alternatives: The offices are cold in the mornings and the heating is uneven through the building. An engineer from Design Day did a heating audit 3 – 4 years ago. An evaluation of the building's existing system will cost \$1,750. The Committee will wait for the new budget before addressing this issue.
5. Next meeting:
6. Megan made a motion to adjourn the meeting at 5:35 p.m. and Pam seconded with unanimous approval.

A handwritten signature in black ink, appearing to read 'Brad Swanson', is written over the bottom of the minutes.