Bugbee Building Committee
October 22, 2025

The meeting was called to order at 4:35 by Sue Buckholz.

There was no public comment, no changes to the order of agenda.

The meeting minutes of October 9, 2025 were approved on a motion from John Haverstock and a second from Emily Santaw. Unanimously approved.

Discussion was led by Mark Bradley and on ZOOM, architects (from the feasibility study) Douglas Gallow, and at 4:50 pm joined by Doug Sonsalla. The first questions Doug Gallow suggested we consider are:

#1. Given the existing conditions of the building, what improvements would be given to the building now (and is this money well spent)?
#2. What considerations are there for a full renovation at the current spot?
#3. What considerations are there for a full renovation elsewhere?

Other thoughts included the issue of insurance while renovating if the building is open; consideration of site issues like size of the building and numbers of occupancy as well as how much parking you would need before selecting a site, and if you proceed with renovation and an addition, you would need to consider:

#1. The schematic designs
#2. The design development details
#3. Construction documents for contractors

Doug Sonsalla recommended Bugbee Committee think about “what would be the dream” or “wish” list before making a decision; what is the future of Bugbee; what do you need today and tomorrow….and what can you afford?

On the heels of financing, the Town Manager discussed there would be more “buy in” from the voters if the options connected with more members of the community, like a vision of both Senior Center AND Community Center like Parks and Recreation might be considering.

It appears there needs to be a 2nd study based on programs and site selection. Can we also consider sharing off site services rather than going separate ways? Avoid redundancy?

Dana Clawson and Mark Bradley agreed to work on a proposal to present a motion that might be used for the Selectboard presentation.

Finally, the Committee was tasked to 1) consider the building needs (in sq feet) and programmatic projects a decade down the road; 2) the parking needs of the site (close to transportation) and 3) a guide to site selection after considering 1 & 2.

Move to adjourn by John Haverstock with a second by Mark Bradley at 5:57 pm.

Guests: Doug Gallow, Doug Sonsalla
Members Present: Mark Bradley, John Haverstock, Emily Santaw, Linda Simon Milller, Sue Buckholz, Daniel George, Scott Farnsworth, Mary Erdei, Dana Clawson, and joined at 4:37 Sean Lacey and Tom Pelltier

Respectfully submitted by Mary Erdei, Selectboard Liaison