

Campton Building Committee  
Minutes of Meeting  
May 31, 2006

Present: Sharon Davis, Dede Joyce, Cliff Barber, Patrick Miller, Brian Hilliard, Craig Keeney, Tim Kingston, Bruce McKenzie, and Dick Giehl.

The meeting commenced at 7:00 p.m. with a review of the site visits by several members of the Committee. Visits had been made to municipal facilities in New Hampton, Moultonborough and Holderness.

Information collected as a result of the Committee's visit to the Fire, Police and Town Office facilities was also provided to the Committee. In addition, Cliff Barber distributed copies of the department survey results and preliminary space analysis.

Craig Keeney advised the Committee that the town of Bristol holds a mid-year town meeting each year which was an open forum style of meeting. A discussion then ensued and it was decided that the Committee should hold an open forum type of meeting to obtain public input on the Committee's progress and the direction it was going in.

Patrick then led the Committee through his draft of the "Campton Building Committee Project Goals" and everyone agreed that this was a great place to start. Discussion did ensue with regards to energy and water efficiencies that could be gained. Patrick also led the Committee through a review of the Committee Project Plan and the progress the Committee had made to date.

The Committee then brainstormed as to how an interim report should be designed. The results, as listed on the white board, were:

1. Current Assessment
  - a. Existing Conditions
    - i. Physical
    - ii. Utilities
    - iii. Space
2. Inventory – Available land
  - a. State owned land
  - b. Town owned land
  - c. Privately owned land
3. Initial Options
  - a. tbd
  - b. tbd
  - c. tbd
4. Timeline – next steps

With regards to the *Current Assessment* section of the interim report, Craig agreed to work on a write up describing the current condition of the Campton Town Office facility, and Dick and Cliff agreed to work on a write up on the current condition of the Fire & Police facilities. Sharon and Patrick volunteered to review the write ups and provide word smithing as needed.

With regards to *Inventory*, Teri Qualters and Dede Joyce were assigned the task to review what public and private land was available and report back to the Committee. Craig agreed to meet with May Brosseau to determine what state land might be available.

Brian, Patrick and Craig agreed to work on descriptions of the *Initial Options*.

A goal of September 1, 2006 was set to have a draft of an Interim Report completed. It was also agreed that a public informational meeting should be held in September and the purpose of that meeting would be to build good will and obtain input from the citizens of Campton.

The following Committee summer meeting schedule was set:

Wednesday, June 28 – 7 pm @ Campton Town Office  
Wednesday, July 26 – 7 pm @ Campton Town Office  
Wednesday, August 30 – 7 pm @ Campton Town Office

Sharon advised that the NH Municipal Association was offering a one-day seminar on Building Committees and distributed a copy of the brochure. Several Committee members were going to try to attend the seminar.

Patrick distributed copies of a guide developed by Efficiency Vermont in cooperation with the Vermont Chapter of AIA. The guide is entitled, "Benefits of High Performance Building Owner's Guide".

The meeting adjourned at 8:30 p.m.

Respectfully submitted,

*Sharon L. Davis, Secretary*