**TOWN OF ENFIELD**

**MUNICIPAL FACILITIES ADVISORY COMMITTEE**

**DESIGN TEAM**

**MEETING MINUTES**

**November 28, 2023**

**MFAC Design Team in Attendance:** Tate Picard, Travis Boucher, Tracy Young and Reed Bergwall (Online)

**MFAC Design Team Absent:** Kim Quirk

**Ex Officio Members in Attendance:** Ed Morris, Town Manager and Shirley Green, Library Trustee

**Ex Officio Members in Absent:** N/A

**Staff in Attendance:** Kate Minshall

Called to order at 3:32 PM

Minutes of November 7, 2023, were approved by consensus.

BUSINESS

Ed Morris turned the meeting over to BreadLoaf

Paul Wyncoop gave an update that Fred was still working on the updated budget. Bread Loaf had released an RFP for Framing, Concrete, and Site Work, and were waiting for the final numbers to come in, so there was not much of a budget update.

Once Paul completed his update, Ed Morris introduced Scott McKusick who was being hired by the Town of Enfield to be the Owners representative to oversee both the Whitney Hall and Public Safety Building projects. Scott McKusick explained his 25 years of owner’s representative experience and fielded questions from the MFAC Committee.

Bread Loaf then introduced Tim Somerset who will be Bread Loaf’s Project Manager. There was a little confusion about the two positions, and Ed Morris explained that Tim was overseeing the entire project and that Scott McKusick would be working part time for the Town of Enfield to make sure the building was being built to specs and helping to find ways to ensure a quality building while staying on or

There was a brief discussion about setting a date for the ground breaking and the project sign Bread Loaf would like to have onsite prior to that ceremony.

Paul asked Ed Morris about the abatement of asbestos and if there was an update. Ed Morris stated that he had not heard from Catamount Environmental but would contact them again.

Breadloaf then discussed the permitting process and that they had been working with the Town Building inspector to complete plan reviews.

Travis Boucher then showed and discussed three different options for bringing in three phase power. The cost appears to be around the $20,000 to $25,000 figure, which is what was budgeted. JJ from Breadloaf stated that three phase power costs may be offset by reduced costs in the MEP package.

After much consideration and discussion, the MFAC asked Travis Boucher to work with Liberty Utilities to see if the underground power option would be an option, they would be willing to undertake. Ed Morris stated he would start working on the possibility of getting the necessary easements.

Meeting adjourned at 4:50