

## MINUTES

Ad-Hoc Beaver Meadow Building Committee Meeting  
January 11, 2023 - 8:00 AM  
Citywide Community Center

**In Attendance:** Mayor Jim Bouley, Nathan Fennessy (Chair), Chris Mulleavey, Mark Coen, Jennifer Kretovic, Candace Bouchard, Linda Mattlage, Tom Croteau, Noemi Weirwille, Phil Davis, Pat Lanman, and Brian LeBrun.

- 1) **Welcome:** Chairman Nathan Fennessy welcomed everyone to the first meeting of the Ad-Hoc Beaver Meadow Building Committee.
- 2) **Committee Objective:** Mayor Bouley thanked everyone for their willingness to participate on the committee. He explained the charge of the committee and asked committee members to be creative and innovative, to think big, to not only consider the project at the golf level, but to think of it as a year-round community facility that everyone in the community can use and enjoy – whether it be for golf, skiing, snowshoeing, elections, special events like weddings, etc. He advised the committee to think long term – that this is a facility that will need to carry us into the next 50-75 years. He suggested the committee’s plans consider the environment and be as green as possible. He also suggested that the committee consider a partnership with the NH Golf Association, who has expressed interest in leasing space at BMGC.
- 3) **Introductions:** Introductions were made around the table, with some committee members briefly expressing their ideas and what they would like to see the committee accomplish.

Brian LeBrun briefly explained to members how the contract works with the restaurant vendor.

- 4) **Request for Qualifications and Proposals (RFQ&P):**
  - Brian LeBrun indicated that the City has received three proposals in response to its Request for Qualifications and Proposals for an Engineering Design Team; however, one of them was incomplete, leaving us with two proposals to consider. Brian indicated that the next step is for the City Manager, Phil Davis, Pat Lanman, and himself to review the proposals and set up interviews with each of the qualified vendors, before making a final decision. He anticipates this taking about three weeks.
  - In response to Mark Coen’s question about the timeline, Brian indicated that the design process will probably take about 6-12 months.
  - Brian also noted that the City has a contract with two construction management firms, one of which will work with the chosen design team.
  - In the meantime, the City will be having discussions with the NH Golf Association to find out what their needs are in order to get a construction estimate and come up with a lease amount that will cover those expenses.

**5) Next Meeting:**

- It was decided unanimously that, going forward, the committee will meet on the second Wednesday of each month, at various locations to be determined throughout the city. Brian noted that, most likely, there won't be a meeting in February and that the next meeting will probably take place in March.
- Nathan suggested that committee members visit the golf course before the next meeting and assess the space – come up with ideas about how we could best utilize the space, etc.

**6) Adjournment:** A motion was made and seconded, and the meeting adjourned with a unanimous voice vote at 9:04 AM.

DRAFT