

Town of Starksboro
Jerusalem Community Center Committee
Minutes
April 11, 2019
(Unapproved)

Present: Susan Klaiber, Luke McCarthy, Greg Orvis, Megan Nedzinski
Unable to attend: Greg Cousino, Alan Quittner, Tom Estey

The meeting was called to order by Chair Susan Klaiber at 6:10 p.m.

Review of Agenda: Upon review of the agenda it was determined that a discussion regarding the Environmental assessment should be added.

Motion: Motion was made by G. Orvis to add the Environmental Assessment to the agenda. Seconded by S. Klaiber.

Vote: All in favor.

Visitors Business: None

Community Survey: The proposal for work from Lisa Ryan of Arc & Arrow Consulting, LLC was presented. The proposal includes a scope of work for attending meetings and helping create questions for a town-wide survey regarding the Jerusalem Community Center and Fire Department. Discussions were had regarding overall cost of the survey, and the best method of distribution. Additional discussions were had regarding the overall budget remaining if the proposal is approved. It was noted that the overall estimate (\$2,080) was based on an hourly rate and the Committee did not need to use all the hours proposed.

Motion: Motion was made by M. Nedzinski to approve the Arc & Arrow, LLC contract proposal. Seconded by G. Orvis.

Vote: All in favor.

Environmental Assessment: The Committee heard back from Clay Point regarding the price discrepancy in proposals. The lower proposal is indeed for a more limited scope of work. This lower proposal would only include someone coming to the site to do a visual assessment and identify where hazardous materials may be; whereas the higher estimate will collect those materials and have them tested. The higher estimate was for \$1,270.

Motion: Motion was made by L. McCarthy to approve the \$1,270 estimate for an Environmental Assessment by Clay Point Associates. Seconded by M. Nedzinski.

Vote: All in favor.

The next meeting will be held on Monday, April 29, at 6:00 pm at the Jerusalem Schoolhouse.

Motion: Motion was made by S. Klaiber to adjourn. Seconded by G. Orvis

Vote: All in favor.

Meeting adjourned at 7:10.