

## **Charlton Community Center Advisory Committee (CCCAC)**

### **June 15, 2022 Meeting Minutes**

**Present:** Torben Aabo, Don Schermerhorn, Robin Sevinsky, Thomas Kelly, Jason Nemec, Marty Wilson, Roger Shisler, Stacey Fantauzzi, David Robbins, Jenna Smith.

**Excused:** James Sevinsky, Joseph Volpe, Paul Borisenko

Meeting called to order at 7:00 p.m.

Jenna Smith was unanimously elected as Chairperson, Torben Aabo as Vice-Chairperson, Don Schermerhorn as Secretary, Jason Nemec as Communications Coordinator.

#### **Discussion:**

- The Community Center Citizens group is changing from an ad-hoc committee to a Town Board appointed advisory committee, overseen by the Town Board.
- Citizens who signed up at the Party-In-The-Park indicating support for the Community Center (CC) restoration project will be added to an email distribution list. It was recommended that the group send out an introductory email and provide periodic updates to report ongoing progress.
- Jenna Smith shared insights regarding the expectation level for the Town's Community Project Funding grant application.
- Roger Shisler indicated State Rep. Mary Beth Walsh expressed interest in this project and recommended following up with her
- Jason Nemec, as Communications Coordinator, will explore with the Town webmaster the possibilities of establishing and maintaining a subset/link for posting CCCAC/Town project information/updates after discussing with Supervisor Grasso the depth/extent of information to be posted.
- Jenna Smith suggested CCCAC information should be included in the Fall edition of the Town's Newsletter.
- Torben Aabo volunteered to update the Town Board at their 2<sup>nd</sup> Monday meeting of the month, as needed.
- The CCCAC's Scope was edited and modified to provide the Town Board the description needed to officially appoint the CCCAC members as a Town committee.
- Discussion regarding design/build process possibilities. Councilman Robbins indicated the Town would prefer a General Contractor concept, responsible for all phases of restoration and will develop the appropriate RFP after considering CCCAC recommendations.
- The Town and Saratoga County are expected to install proper building perimeter/site drainage this year.
- Discussion held regarding architectural design/work avenues. Several architectural firms were mentioned – see below. It was noted that architects with both Municipal AND Historical experience are preferred. Jason Nemec will contact Landmark Consulting to determine if they

would be willing to pro-bono a consult with the CCCAC regarding processing scope of work concepts.

- Discussion held to establish two CCCAC sub-committees:
  - **Fund Raising:** Jenna Smith, Chair; Robin Sevinsky, Jason Nemec, Marty Wilson
    - Councilman Robbins exploring additional funding grants
    - August 2<sup>nd</sup> Concert at Gazebo: offering food and asking for donations
    - Create signage (banner/signs)
    - Explore receiving donations options with Town: i.e. GoFundMe, PayPal, etc.
    - Corporate sponsors
    - Jenna Smith suggested exploring possible FEMA funding.
  - **Architect/Construction:** Torben Aabo, Chair; Don Schermerhorn, Assistant Chair; David Robbins, Paul Borisenko, Joseph Volpe, Marty Wilson, Robin Sevinsky, James Sevinsky, Thomas Kelly, Stacey Fantauzzi
    - Discussion held regarding architectural design work avenues. Several architectural firms were mentioned: Dominick Ranieri Arch., Phinney Design Group, Lacey-Thaler-Reilly-Wilson, SRA Syvertsen Ragosu, MGWB Arch., Landmark Consulting, Butler Rowland Hayes, CT Male, and Balzer and Tuck Architecture. It was noted that architects with both Municipal AND Historical experience are preferred. Jason Nemec will contact Landmark Consulting to determine if they would be willing to pro-bono a consult with the CCCAC regarding processing scope of work concepts.
- Next CCCAC meeting will be scheduled depending upon possibility arranging meeting with Landmark Consulting

Respectfully submitted,

Don Schermerhorn, Secretary (June 20, 2022, Revised July 21, 2022)