CORINTH TOWN HALL BUILDING COMMITTEE
MEETING MINUTES
~APPROVED ~

Date: Thursday 11/06/25
Location: Town Hall
Time: 7:00 PM

Carl Demrow called the meeting to order at 7:00 PM.
Those in Attendance: Carl Demrow (chair) John Haney, Dan Wing & Norm Collette (secretary).

1. **To approve the minutes to the 8/12/25 meeting.**
   Link to town website Meeting & Agenda's:
   https://corinthvt.org/boards/agendas-minutes/

Carl moved that we approve the minutes of 8/12/25, John second, no further discussion. All in favor so carried.

2. **Spray Foam Project.**

MERP Grant Funded.
Report: Phase one is scheduled for Friday Nov. 21 at 8:30 AM. Project to include the basement walls and the non insulated exterior stud walls above the restrooms. There are a few more things to do but we will be ready for the contractor.
Phase two spray foam applications will follow the completion of the carpentry aspect of this weatherization project.

3. **To review the HVAC & Weatherization Carpentry Bids & recommend bidders for both projects to the select board for their Monday Nov. 10 financial meeting at 6:30 PM.**

HVAC: MERP Grant Funded.

Out of the 8-10 contractors that were contacted and sent RFP's, only one responded with a bid on the engineering project that was defined in the RFP.
Dubois & King out of Burlington VT presented a proposal of $8,840.00 for the design, bid package & construction overseeing to completion. They also offered a more narrowed down scope of work as an alternative for $4,420.00 that would only include design & bid work.
The work will be contracted at various hourly rates pending who in the firm was doing what, and it will not to exceed the proposed sum. It could in fact cost less.

With everyone leaning toward the full package, Norm moved that we recommend to the Select Board that they contract with Dubois & King for $8,840.00 for the design, bid package & construction overseeing to completion for the proposed HVAC system for the town hall. Dan seconded the motion. No further discussion. All in favor so carried.

WEATHERIZATION: CARPENTRY ASPECT

Three bids came in to list:
Kris Kingsbury with Will Sandberg at $45,694.00
Hazen Builder's LLC. $51,436.00
Virgil Fuller. $74,169.74

Virgil Fuller though his liability insurance policy was adequate, was mainly ruled out due to his high bid $74,169.74 and the fact that he is not a registered contractor with the State of Vermont.

Kris Kingsbury with his partner Will Sandberg were the lowest bidder at $45,694.00. Discussion by the committee indicated that based on committee members' research, it did not appear that Kris Kingsbury's company (Frosthorn Hollow Construction) was a legal entity as the company was not listed in the Vermont Secretary of State's database of legally formed companies. Additionally, the working relationship (employee vs. subcontractor) between Kris and Will was unclear based on the State of Vermont's stance on what constitutes an employee verse a subcontractor. As Will appears to be providing the same services as Kris, the working relationship per State regulation would most likely account for Will as being an employee of Kris's. As such, Kris would have needed to show proof of providing workers' compensation insurance coverage for Will. As the legal status of the business and the working relationship between Kris and Will was unclear, the committee decided that the bid provided by Kris Kingsbury was not a viable option for Town of Corinth as a municipality.

Hazen Builder's LLC. $51,436.00 has a crew of 3, are registered with the state, adequately insured and carry workers' compensation insurance for their employees. They will be able to do the work this winter season.
Details of their contract and payment schedule were reviewed.

John Haney moved that we recommend to the Select Board that they hire Hazen Builder's LLC. of Topsham Vermont for the Carpentry Aspect of our Weatherization Project. Dan seconded the motion, no further discussion. All in favor so carried.

4. South Wall & ADA Porch Project Updates & bid package for publication.

Discussed the two projects that are holding up our being able to publish the project RFP. Those being: The progress of phase 2 of the environmental study with Wheeler Environmental, and the historic review that Scott Newman is to supply.
Wheeler Environmental met with Norm the morning of November 6, 2025 to test and take samples of the soil at the curtain drain port that exits across the street in the common 21' east of the telephone pole. Nothing was registered by the equipment and soil samples were taken to send to a lab. Results of those samples are expected within two weeks.

Reviewed the RFP and went over changes in detail. John will incorporate these changes into the RFP and send to us to review.

5. Any other business that comes before the committee.

Dan moved that we adjourn the meeting, John second, no further discussion. Meeting adjourned at 7:51PM