

Town of Proctor  
Town Hall Study Committee  
Meeting December 16, 2015  
Town Office Meeting Room  
6:30 pm – 8:10 pm

Committee Members Present

John Zawistoski	Susan Feenick
Carol Protivansky	Lousie Atwood
Gerry Carrington	Joe Manning
Dale Cristie	Jodi Jones
Pauline Kearney	

Committee members absent

Shannon Maass	Ray Ault
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Board Members Present:

Bill Champine  
John Jozwiak

Employees Present

Stan Wilbur, Town Manager

**Call to Order**

The meeting was called to order at 6:30 pm by Selectboard Chair Bill Champine.

**Town Office Study Committee**

- Bruce Baccei greeted members and immediately departed.
- Bill Champine departed after the chair was elected.
- Stan Wilbur stayed just long enough to answer any questions about how committee might proceed. He reminded committee that he had no authority at meetings other than to offer answers or directions toward needed information.

**Committee Organization**

The following committee members were nominated and elected by committee members

- Chair: John Zawistoski
- Vice Chair: Joe Manning
- Recorder: Carol Protivansky
- Meeting Schedule: Monthly meetings to start unless otherwise needed.  
Next meeting: January 6, 2016 (May need to be changed due to John Joswiak's schedule)
- Meetings 1<sup>st</sup> Weds. of every month unless voted on by committee to change
- February meeting February 3.
- Time 6 pm with 1.5 hr meeting limit
- John Zawistoski discussed public meeting laws such as meeting warning, etc. Reminding us to make sure all meetings are posted and minutes posted within proper times.

**Discussion**

- Need improved Town Offices and space
- Need more open methods of how to address this, more public input
- existing location or other location
- cost investigation

- bonding
- clearly define purpose of this committee. Generally agreed that this is a Search committee, fact finding committee, not focusing on only one solution to this problem.
- Clearly define options/needs/cost/funding

#### Some discussion about existing location

- deficiencies
- revisiting NBF building study from 2005
- deed restrictions and possible contact of Proctor family explaining problems and needs

#### Further Discussion

- Sue Feenick and Joe Manning offered to look into grant money, especially from a historical perspective and other sources (even railroad since north corridor is expected through here)
- Joe Manning will also seek information from Carris Reels about former bank building next door
- Carol Protivansky and Gerry Carrington will look further into the College of St Joseph proposal for Proctor's purchase of part of the lab building. They will try and research answers to many questions asked at public meetings about relocation into the lab building.
- Dale Cristie asked about a possible survey of Proctor residents as to their response to relocation into the lab building.
- Paula Kearney suggested a possible outcome of committee offering more than one location for public to vote on once we get to that point.
- Rest of committee: will bring ideas about alternative sites to look into and the availability of these sites

#### Next meeting

- Need copies of Prosperity Plan
- Railroad plan
- list of land owners in town
- brainstorm possible options for town office space
- discussion of grant possibilities
- followup information on lab building concerns
- information from Carris Reels
- discussion about info needed on a survey about why vote on lab building was defeated
- Discussion about meeting times and dates due to schedule conflict with selectboard member and possibly one committee member

Meeting adjourned 8:10 pm