

Town of Proctor  
Town Office Study Committee  
Minutes – Draft  
April 4, 2016  
5:30pm – 7:30pm

**Board Member Present:**

John Jozwiak                      Joe Manning (also a member of Committee)

**Committee Members Present:**

Carol Protivansky	Jodi Jones
Sue Feenick	Joe Manning
Dale Christie	Shannon Maass
Paula Kearney	Ray Ault
John Zawistoski	

**Committee Members Absent:**

Louise Atwood                      Gerry Carrington

**Guests:**

Scott Newman - Vermont Preservation Trust  
Linda Doty

**Call to Order:** Meeting was called to order at 5:30 pm by John Zawistoski

Following Call to Order the committee listened to a presentation by Scott Newman, Preservation Trust, assisted by Linda Doty, as a possible location for the Town Office. The rental is located within the current Marble Museum building at 52 Main St. Proctor, VT. The space has roughly 3,000 square ft available for lease or other suggestions. The trust remains open to all possibilities for use. Information was handed out regarding various floor plans, as well as suggestions that could alter the layout of this space.

The available space can have an independent entrance which would be just outside to the doors leading into the hallway towards the Marble Exhibit. The other possibility was an entrance within that hallway, just opposite the Marble Exhibit entrance.

This was primarily a tour of the available space and more research will be done by the committee if they deem it a viable options to present to the town selectboard.

**Review and Approval of Agenda:** Unanimously approved

**Review of Town Office Study Committee March 7, 2016 minutes and approval.** Unanimously approved.

**Current Main Office Presentation** given by Sue Feenick, assisted by Jodi Jones. They have been in touch with Ed Clark who did the MBF study back in 2005 and were told by him that he could renovate the existing town hall for under \$300,000 and have it done by this fall.

Conversation followed with questions such as price including structural problems with building especially front wall that has an estimate of costing approximately \$70,000 to repair. They said that cost was not included in Clark's estimate.

There were many questions about this renovation for it did not include an elevator although he stated it would still meeting handicap needs. The committee suggested when research was done on other possibilities all would be presented to the Selectboard for them to research and decide which might be the best to look into.

Sue and Jodi wanted committee to send the estimate right over to the selectboard suggesting the selectboard spend money to have Ed Clark update the 2005 study at this time. It was decided to wait until our next meeting hoping committee would use that meeting to narrow down list of possibilities and make that the main focus for the meeting.

Discussion of new build possibilities remain on the table. Dale, Ray, and Louise visited the OMYA geology building who plan on continuing their offices here in Proctor. They discussed land still owned by OMYA and one lot in particular, which is lot 60 which runs behind the geology building from the former basketball court on North Street, up behind the geology building ending next to that building with frontage on Main St. This was just a conversation as committee members research possibilities.

It was stated that by having research done and having these conversations, that at this point all possibilities need to be kept in the loop for it will make clearer which option will show the best and most cost effective solution to our Town Office location.

A brief discussion took place about the Mendon Town Office where a tour was given to a few committee members.

**Review of Survey:**

Almost 100 people responded to the survey handed out addressing concerns and opinions for a new Town Hall. The committee discussed that although this survey gave excellent information and a general feel about the residents' opinions, that it was in no way a true scientific survey and we can't totally rely on the results. That being said, it still gave the committee a great look into the feelings of our residents of Proctor.

The survey showed overwhelmingly that something needed to be done about our current town hall. Most felt that we should really try to preserve the history of the town of Proctor when deciding about location and building. Many felt that if the renovation of the current town hall was fully explored they would be more in favor of the renovation. Many comments suggested remaining open to all possibilities if residents could be sure due diligence went into the final decision. Many felt too many questions went unanswered about the decision to vote on the lab building.

Not everyone who returned a survey answered every question so again the validity of the survey must be kept in mind.

The committee thanked Dale Christie for all the work and effort he put into creating the survey and gathering its results. It was so well done.

Agenda for next meeting will focus on narrowing down the possible locations for a new Town Office.  
Next meeting will be May 2, 2016, 6 pm, at the Proctor Elementary School.

Meeting was adjourned at 7:30pm