

Town of Proctor  
Town Office Study Committee  
Minutes – Draft  
May 2, 2016  
6 pm – 7:45 pm

**Board Member Present:**

John Jozwiak                      Joe Manning (also committee member)

**Committee Members Present:**

Carol Protivansky                      Jodi Jones  
Dale Christie                              Shannon Maass  
Paula Kearney                              John Zawistoski  
Ray Ault                                      Louise Atwood  
Gerry Carrington

**Call to Order:** Meeting was called to order by John Zawistoski at 6 pm

**Review and Approval Of Agenda:**

Prior to review of agenda a committee member informed the Study Committee that Sue Feenick has given her resignation from the committee effective immediately.

Agenda was then passed unanimously.

**Review of Town Office Study Committee April 4, 2016 minutes and Approval:**

Under section “**Current Main Office Presentation**” , 4<sup>th</sup> paragraph, sentence beginning with Sue and Jodi, was amended to read: The suggestion was made to send the estimate of the MBF study from 2005 to the selectboard for the sake of updating possibilities. When research is done on all possibly sites for a town hall then all information will be sent to the selectboard for further research.

On the last page, Section labeled: **Review of Survey:** the first sentence was amended to state that: Almost 100 people responded to the informational survey handed out addressing concerns and opinions for a new Town Hall. The next sentence was amended to reflect that it was not a true scientific survey and should be viewed in that light. A few members indicated that it was not a true scientific survey.

The single sentence, 4<sup>th</sup> paragraph down was amended to just state that not everyone who returned a survey answered every question.

The minutes were then voted on and approved with amendments.

**Presentation of Possible Locations:**

The committee narrowed down the original list of location possibilities for a new Town Hall.

Town owned locations:    Existing Town Hall  
Non-town owned:            52 Main St – Marble Exhibit Building  
Town owned Land:         north end of Main St. Park, parcel 29-0046 Town Common  
Non-town owned land:     NE corner of Main and North Street  
   Lot 60 begins just south of Geology building with frontage on Main St.  
New construction at some location

For locations removed from this list see March 7, 2016 minutes from Study Committee

The committee suggested research into the above remaining locations stating that we should offer the residents of Proctor at least one lease option which could offer a lower cost than ownership. Through research it might be determined that with the right price it might be an inexpensive alternative but might also be a short term solution over 5 to 10 years.

Discussed were some leasing positives:

- 1- Not a condominium option so does not include any other "shared" expenses
- 2- No shared utilities. Town would pay only what the town used for the leased space.
- 3- Entire space would be newly renovated to include electric, heat sources with no further expensive renovation costs.

Some offered concerns about the Marble Exhibit lease, especially the railroad right in front, but still thought it worthy of consideration.

One committee member compiled a list of existing homes for sale suggesting one of them might be in a location suitable for a town hall. The committee left this list on the "list" for consideration. Time was running short so will be discussed next meeting.

Carol Protivansky will email this list to all committee members.

It was suggested that the best sites will be focused on and then information passed on to the Proctor Selectboard.

**Next meeting:** Discuss attaching survey results to next minutes so residents can review them  
Discuss remaining properties to be considered included homes for sale  
Discuss how to proceed with the information discussed above.  
Next meeting is June 6, 2016 at 6pm at the Proctor Elementary School

Just prior to adjourning the meeting Jodi Jones resigned from the Study Committee effective immediately.

Meeting was adjourned at 7:45