

Town of Proctor
Town Office Study Committee
Minutes – Draft
June 6, 2016
6pm-7:10pm

Board Member Present: John Jozwiak

Committee Members Present:

Carol Protivansky Shannon Maass
Ray Ault John Zawistoski
Paula Kearney

Committee Members Absent:

Dale Christie Gerry Carrington
Louise Atwood Joe Manning

Meeting was called to order at 6pm by John Zawistoski.

Agenda for this meeting, June 4, 2016, was accepted and approved.

Minutes from the May 2, 2016 meeting were accepted and approved. No changes.

Review of current list of homes for sale: motion made to eliminate entire list subject to confirmation by entire committee at our next meeting. Discussion took place about zoning questions concerning these homes, inadequate lot sizes, etc. Motion was accepted and approved.

Discussion of remaining properties decided on during last meeting:

Existing Town Hall – 52 Main St. (lease) – North end of Main St. Park (new build) but town owned NE corner of Main St. and North Street, Lot 60 (non-owned by town) new build.

Discussion took place about the existing study (2005) of current town hall and information already presented to this committee.

Discussion about lot 60 and railroad spur behind current geology building. How does this spur affect lot 60.

Too small a committee at this month's meeting to decide on much so discussion was limited

Discuss how to proceed with information about these properties:

Need to decide if these are the best options to explore and are they the best options to present to the selectboard and then on to voters.

It was suggested we discuss with the selectboard how much investigation is up to this committee. One major concern from voters is that the town needs to do due diligence when deciding on this project. This committee needs to know from the selectboard what funds are approved to proceed with any further investigation of these possibilities for studies will need to be done or updated.

Are these investigations up to this committee?

If so it was suggested any further investigations be approved by the selectboard.

Maybe board should be invited to one of our meetings.

Suggested formation of mini groups to start investigation of decided options. Agreed that discussion with the selectboard needs to take place first.

Discuss attaching survey to minutes from this meeting

Most members present agreed this might be a good idea but decided to wait until next meeting when there are more members present.

Next meeting will focus on solidifying narrowed down list of location possibilities

How to proceed with information to selectboard

Decide on role of mini groups to investigate suggested locations if approved by selectboard.

What information needed to present to the board initially.

Do we attach the survey to the minutes of next meeting

Discuss need to hold special open meeting for the town before proceeding with mini groups and possible expenditures.

Next meeting: TAKE NOTE:	Tuesday, June 28, 2016 6pm High School	Our usual date of 1 st Monday of the month falls on the 4 th of July. Backed into end of June. Needed to do a Tuesday so as not to interfere with selectboard meeting.
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Meeting adjourned at 7:10