

Town of Proctor
Town Office Study Committee
Minutes – draft
August 2, 2016

Board Member Present: Joe Manning (also present as a committee member)

Committee Members Present: John Zawistoski Carol Protivansky
Louise Atwood Paula Kearney
Ray Ault Dale Christie
Gerry Carrington

Call to Order: 6 pm

Agenda for minutes of this meeting (August 2, 2016) Approved

Minutes for last meeting dated July 18, 2016: approved **with reminder to attach the survey results to minutes of July 18, 2016**

Discussion of list of needs as provided by Proctor Town Employees and Town Manager.

Committee reviewed the information provided at the beginning of the meeting. Discussion followed with a suggestion to table this information till our next meeting so members could research and compare information to other town halls and 2005 study.

Some members discussed their visit to the new Mendon Town Office and also shared information provided by Ed Clark, NBF Architects about proposed square footage for new Castleton Town office as a point of interest.

Finalizing list of potential sites:

This list was actually the same as listed in last minutes but a vote was taken to add the OMYA Lab building back in (39 Main St) since the College of St. Joseph will no longer be utilizing that space. Including the lab building was a concern to a few members stating that the voters turned it down by a large margin.

Other members felt it should be included in an effort to do due diligence since that was one complaint of voters in the first place. Much discussion took place about this due to differences of opinion.

John Z had a brief discussion with Head of selectboard and Town Manager about the building and came away with the feeling that they might not be in favor of it being considered. It would change from a condo type arrangement to the town owning the building.

It was suggested the committee take a vote to at least include it in our presentation to the board and let them decide whether or not to remove it from the list of potential sites.

A vote was approved and taken with 3 voting to remove it from the list, 5 to leave it on the list. It will be presented with the list. John Z offered to ask for additional input from board of selectmen on reconsidering the lab building.

Lot 60 hazardous material information: Bruce Baccei and Stan Wilbur agreed to consider that lot with the stipulation that all hazardous material be removed by the current owner should that site be decided upon.

Final Sites (subject to comments from the board about lot 60 and the lab building)

Current Town Hall 52 Main St (Marble Co. lease)
North End of Main St. Park (new build, Town Owned property)
NE corner of Main St. and North St (new build, property not owned by town)
Lot 60 (new build, property not owned by town)
39 Main ST (OMYA lab building)

Some issues were brought up about possible deed restrictions of North end of Main St. Park. John Z will try and get a copy of the deed. Since it is an odd shaped lot some wondered if it was even large enough to build on.

Again, must do due diligence and investigate the entire list before turning it over to the board.

Committee decided to create a pros and cons list for each site on the list. Committee felt this was way too big a challenge to do in one evening.

Dale Christie offered to create a blank form to fill out listing pros and cons. He will email this to each committee member strictly as a worksheet to help organize their thoughts. Members could then email this back to him before the next meeting giving him time to organize this information.

Meeting was adjourned at 7:25 Next meeting Sept 13, 2016 Proctor Elementary School