

NOTICE

**Proctor Town Office Committee
Special Meeting
February 21, 2017 - 6:00 PM
Town Office Meeting Room
Agenda**

- I. Call to Order**
- II. Review and Approve Agenda**
- III. Committee Organization**
 - Elect Chair
 - Elect Vice Chair
 - Elect Recorder
 - Adopt Regular Meeting Schedule
 - Designate Notice Posting Locations (Town Office, Post Office & Library)
 - Designate Newspaper of Record (Rutland Herald)
- IV. Committee Operating Policies and Procedures**
- V. NBF Preliminary Design Concepts & Cost Estimates – Ed Clark**
- VI. Project Financing**
- VII. Action Items/Responsible Persons**
- VIII. Adjourn**