

Proctor Town Office Committee  
Special Meeting Minutes  
August 24, 2017  
6:00 – 6:50 p.m.

Committee Members:

Bill Champine  
John Corliss, Chair  
Jodi Jones  
Celia Lisananti  
Lisa Miser, Recorder  
John Zawistoski

Guests:

No Guestd

**I. Call to Order**

The meeting was called to order by John Corliss, Chair

**II. Review and Approve Agenda**

Bill Champine made the motion to approve the agenda. The motion was seconded by Jodi Jones, unanimously approved.

**III. Grant Opportunities**

The committee reviewed and discussed the funding sources from material provided by the Town Manager.

Lisa Miser questioned the financing conversation, at this junction as the Selectboard appears divided and does not appear to have all the information when deciding the direction of the Town Office.

She discussed the prior committees work, the survey and the historical significance of the current Town Office. She also

noted the bulk of grant funding is for rehabilitation, not a new building.

John Zawistowski requested that his email to the chair, be printed and made part of the minutes. Consensus by the committee. He noted he was chair of the prior Town Office committee, that a final report had been submitted to the Town Manager and Selectboard.

He questioned the Selectboard motion that passed unanimously to look at other sites, as this committee is charged with the rehabilitation of the current building. If the purpose changes then the committee must be re-appointed. He explained due to the unanimous motion by the Selectboard he and Paula did not meet with Ed Clark, as they are unwilling to expend any funds until there is clarification from the Selectboard.

John Corliss stated that at a latter Selectboard meeting the consensus of the Selectboard was to look at and continue the work on rehabbing the current Town Office building.

John Zawistoski requested that Bill Champine and John Corliss speak to the Selectboard at the next regular meeting to clear up the record, with a motion to continue exploration of the current Town Office building. That will allow clear guidance to then meet with Ed Clark.

Jodi Jones provided background information on the building from the deed; The building was given to the Proctor community on November 11, 1919 for \$1.00 to be used as a meeting space. She also highlighted condition #5 in the deed which discuss the maintenance and upkeep of the building. She noted the list of current deficiencies of the current building should be the goals of this committee to address.

John Zawistoski requested that Selectboard members be provided with the Final Report and survey information. He also requested that the Selectboard consider tabling the front steps repair until all options for the current building have been explored.

He proposed the next meeting agenda:

- I. John Z & Paula K report on meeting with Ed Clark
- II. Grant & Funding Options
- III. Action Items/Responsible Persons

**IV. Financing Options – VT Municipal Bond Bank and USDA Rural Development**

Tabled until next meeting.

**V. John Z and Paula K– Meeting with Ed Clark**

Tabled until next meeting.

**VI. Action Items/Responsible Persons**

Tabled until next meeting.

**VII. Adjourn**

Jodi Jones made the motion to adjourn the meeting at 6:50 p.m. The motion was seconded by Celia Lisananti, unanimously approved.

John Zawistoski <jzawi43@gmail.com>

8/23/2017 11:11 AM

## Proctor Town Office Meeting--Aug 24

To genuinelyorange@yahoo.com • paulakearney2@aol.com • gatorjhawk63@aol.com • jedward17@comcast.net • proctor\_tc@comcast.net • bchamp48@hotmail.com

Hi folks: I have just learned that I will be unable to attend the meeting Thursday evening as I have to travel to Boston late Thursday afternoon for business reasons Thursday evening and Friday. I do think it is important to clear up what is going on with the Committee. As you know, at our last meeting, decisions were made to get additional information from Ed Clark on configuration of revisions to the existing town offices and information in available potential grants. Subsequently, at the Select Board meeting on July 10, it appears that the Board acted to look at other options--which is not part of the charge given to the current committee. Upon learning of that, I attended the Select Board meeting on July 24 and so indicated to the Board as well as discussed some of Ed Clark's discussion with the Committee at our prior meeting. Paula and I have not met further with Ed Clark in light of the Board action on July 10 "to look at other options" and the charge to the Committee to proceed on the singular project of renovation of the existing town offices. If the charge to the Committee is going to change by virtue of the July 10 action by the Select Board, it should advise the Committee and change the directive that we are currently operating under. Sorry that I cannot be at the meeting Thursday night. If things change in my schedule, I will a there. John

John J Zawistoski  
4 Ormsbee Avenue  
Proctor, VT 05765  
PH: (802)459-2801  
E-MAIL: [jzawi43@gmail.com](mailto:jzawi43@gmail.com)