

## Municipal Facilities Planning Committee Minutes

Monday, August 1, 2011, 6:00 pm

### **Members Present:**

Bruce Clarke  
Stephen J. Comtois II (non-voting)  
Peter Martell (non-voting)  
Roger Mundell Jr.  
Jeanne Myers  
Carol Plumb  
Don Taft  
William R. Simpson

### **Members Not Present:**

Donald Faugno

### **Citizens Present:**

Rudy Heller

The meeting was called to order at 6:00 pm by Mr. Comtois followed by the Pledge of Allegiance.

1. Motion to appoint Mr. Comtois as chair by Bruce Clarke, 2<sup>nd</sup> by Jean Myers; approved unanimously.
2. Motion to appoint Mr. Simpson as Secretary by Carol Plumb, 2<sup>nd</sup> by Bruce Clarke; approved unanimously.
3. Motion to appoint Donald Taft as Vice Chair by Bruce Clarke, 2<sup>nd</sup> by William Simpson; approved unanimously.
4. Committee reviewed charge for “Municipal Facilities Planning including Town Hall Renovations and a Permanent Home for Police Department” approved by board of Selectmen July 26<sup>th</sup>, 2011.
5. On item 2 of charge, the committee decided that at this time it would not pursue the proposed \$3,000.00 consulting offer from Mr. Scanlan. However, Mr. Comtois will speak with Mr. Scanlan and make him aware of the intentions of the committee in hopes Mr. Scanlan would inform the committee of upcoming grant opportunities.
6. On item 3 of the charge, Mr. Comtois will request from the Administrative assistant the reports and minutes of items a-e.

7. On item 4 of charge, Mr. Comtois will request info from the capital planning committee and Treasurer regarding the projected debt levels for the next 5-10 years.
8. Regarding item 5 and 6 of the Charge, the committee will hold off on pursuing these aspects of the charge until a future date.
9. Regarding item # 7 the board reviewed the request for recommendations and will pursue in all future meetings.
10. There was discussion regarding the possibility of purchasing a free standing structure for the police and senior center.
11. There was also discussion of the limited time for grant applications this year, as they are due in December.
12. There was discussion about the condition of the fire station and attached structures as well as upcoming purchase of the Prouty Street property.
13. Donald Taft committed to looking up Town Hall valuation on State records.
14. The next meeting is scheduled for August, 29<sup>th</sup> 2011 at 6:00 pm at the Town Hall. The meeting will include a Tour of the newly acquired property, the Town Hall and the Fire Station property. Stephen Comtois will procure keys from Admin assistant for Prouty Street property and Town Hall and Peter Martell will bring keys for Fire Station properties.
15. Meeting was adjourned at 7:05 pm Motioned by Bruce Clarke, 2<sup>nd</sup> by Jean Myers.

Respectfully submitted,

William R. Simpson

**Approval:**

**The above minutes were approved on Monday September 12<sup>th</sup>, 2011 with a motion by Donald Taft, 2<sup>nd</sup> by Jeanne Myers, approved unanimously bar one abstention by Donald Faugno.**