Town Center Meeting
November 30, 2015
6:00 PM

Present: Julie Glover, Town Administrator; Cary Brown; David Meeker; Thomas Dronsfield, Chief of
             Police; Chuck Cox; Paul Gasowski; Ruth Eifert, Library Director; Larry Kindberg; Deb Schanda;
             Janet Allen; Ron Pitkin; Caren Rossi, Planning and Zoning Administrator; Robin Estee

             Guest attendee: Carole Dennis, Select Board Chair

Absent: Scott Nemet, Fire Chief

Called to Order: Ms. Glover called the meeting to order and thanked Deb Schanda, Cary Brown, and
Paul Gasowski for the work they did on the draft memo for the presentation to the Select Board.

Minutes: Prior to reviewing the draft memo, Paul Gasowski requested the prior minutes be reviewed
and amended. His understanding was that the minutes are draft until they are approved. Julie Glover
advised that there is no requirement to approve minutes, there is just a requirement to take minutes.
Not every member of the Committee had a copy of the minutes in their possession. There was then
discussion about how no other minutes have ever been reviewed or approved. It was suggested that
Paul Gasowski file a statement, in writing, of the issues he sees in the previous minutes, which could be
discussed at the next meeting.

Draft Memo to the Board of Selectmen: Deb Schanda began the review of the draft memo to the Select
Board. These minutes will not reflect all the changes that were suggested as Deb Schanda will be making
the revisions and resubmitting them before the next meeting. The major topics that were discussed for
revision were:

- Document storage/records retention
- Titles for committee members (whether they are representing committees or present as citizens)
- "Goals and Objectives" and "Pros and Cons" that were in the memo were not what was decided on
  by the members.

After discussion about having to review the "Goals and Objectives" and the "Pros and Cons" or taking
what had previously been discussed, Julie Glover made a motion to attach the "Goals and Objectives"
and the "Pros and Cons", that were developed by the committee, to the memo. This motion was
seconded by Ron Pitkin. After some discussion about both topics, Julie Glover rescinded her motion.
Julie Glover then made a new motion to attach the "Goals and Objectives" that the committee already
accepted and attach those to the memo to the Select Board, to replace what is in the subcommittee's
draft. This motion was seconded by Janet Allen. The motion passed 11-1.

A further discussion then continued about the "Pros and Cons" section of the draft memo to the Select
Board. The discussion centered on the "Pros and Cons" in the draft memo being different than what the
committee had previously agreed upon. Julie Glover made a motion to attach the "Pros and Cons" that
the committee already developed and accepted to submit in the memo to the Select Board rather than

reworking the list on Page 9 of the draft memo. This motion was seconded by Larry Kindberg. The ensuing discussion centered on the amount of meetings that were spent developing the "Pros and Cons" list and that the list was already accepted by the committee. The motion passed 7-5.

The review of the draft memo to the Select Board continued with the following word selections discussed:

- Safety issues versus Security Issues
- Lack of Water versus Undrinkable Water
- Poor Air Quality versus Ventilation Issues
- Renovations to the Town Hall versus Repurposing the Town Hall
- Action Items versus Recommended Actions versus Findings

After the memo was fully discussed, Cary Brown inquired how this memo gets presented to the Select Board. Julie Glover advised that the committee will need to meet again to finalize the draft memo with the changes made by Deb Schanda. Julie Glover will inquire from the Select Board when they would like this presentation placed on their agenda. Larry Kindberg requested that the final draft be submitted to him by December 11th.

Next Meeting: At the Public Safety Complex on December 14th. The committee will review the final draft for presentation to the Select Board.