

**TOWN OFFICE BUILDING COMMITTEE  
MEETING NOTES  
JULY 31, 2019**

Lee Knapp opened the meeting at 6:34 PM.

Present: James van Bokkelen, Emily Kime, Jeff Krukonis, Paul Kapela, Chad Holmes, Clint Furnald, Don Fisher, Colleen Callahan, Brett Bogart, JD Bernardy, Joyce Harty, Gail McElhinney, Carole McCarthy, Eric Vichill, Keith Mardin, Angela Racine, Richard Verge, Roy Syvertson, Madaline Syvertson, Don Sanborn, Pam Noon, John Gamble, Lee Knapp, Barbara Knapp. Also, Denis Blair and Bruce Eaton.

A Selectman is to be chair of the committee. L. Knapp volunteered. B. Knapp volunteered to be the Note taker.

L. Knapp noted the purpose of the committee and said that all ideas would be entertained. He then briefed attendees on the asbestos report submitted by Desmarais Environmental as well as some structural characteristics and problems associated with the old Barnard School which currently houses the town offices.

Attendees introduced themselves and shared opinions and/or what prompted them to attend the initial meeting. Names and either email or phone contact information was listed. Those who chose to do so will have their contact information shared with other committee members.

Future meetings will be held on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays of the month at 6:30 PM in the Town Hall. Note the following meeting dates:

August 14 & 28

September 11 & 25

October 9 & 23

November 13 & 27? (the night before Thanksgiving)

December 11

Knapp asked that members be prompt to meetings and do their best to make a commitment to attend in order that the committee does not spend additional time restating what has already been discussed.

Several ideas for possible remedies for the current problems were articulated as were concerns that whatever the committee decides to do, it must be with the mindset that taxpayers deserve to have their money spent being assured that they have purchased a long term solution.

Action Items:

- ✓ Selectmen – The old Barnard building is owned by the Barnard Trust. The Selectmen will schedule a meeting with members of the Trust to 1) clarify the terms and end date of the lease the Town has on the building; 2) determine what options the Trust would entertain *i.e.* sell the building to a buyer who would move it off of town property, demolish the

- building, restore the building, move the building closer to Jewell St. and put it on a slab;  
3) contribute funds to this project
- ✓ Selectmen – The Selectmen will schedule a meeting with James van Bokkelen to clarify James’ intent in stating that his “pocket is open to the restoration of the front of the building.” What range of funding does that suggest? What conditions would be attached to any possible funding? Attendees would like to know if van Bokkelen is open to a new reproduction of the building that, from the outside, looks like the old building as opposed to the restoration of the building.
  - ✓ Selectmen – Inform the owners of the property at 7 Hilldale Ave. that if the current town offices can no longer be used, as one option, the Town may be looking at locating a temporary portable building adjacent to their property.
  - ✓ Racine – Contact the State regarding the requirements for temporarily housing the town offices if the current space cannot be used. This would include being housed in a rental in a neighboring town.
  - ✓ Racine – Contact the DRA to determine whether or not the capital reserve fund can be used for renting a temporary office.
  - ✓ Racine – Contact other area small towns about their office spaces.
  - ✓ Callahan and Racine – Identify space needs for town offices. Look into temporary housing.
  - ✓ Callahan, Racine, Knapp and van Bokkelen – Research rental options and associated costs.
  - ✓ Gamble – Get the details on applying for LCHIP (Land & Community Heritage Investment Program) grant funding for the front section of the old Barnard building.
  - ✓ Sanborn – Contact John Witham, excavating contractor, to find out the feasibility and cost associated with eliminating the moisture problem in basement.

**Next Meeting: August 14, 2019**

Draft Agenda

- Reports on action items from 7/31 meeting
- Questions and Comments on above
- Create a preliminary timeline for going to the voters with a building plan
- Identify next steps
- Identify Action Items
- November 27<sup>th</sup> meeting date...change it??

Respectfully Submitted,  
Barbara Knapp