

RECEIVED *[Signature]*
DATE June 10, 2010

Town Hall Committee Meeting Minutes
Thursday, March 11th at 7:00 – 8:30 pm

Present: Aaron Worthley, Barbara Felitti, Terry Boyle, Jim Christiansen, Linda Fickbohm

Summary of discussion:

Survey about Town Hall:

- Reviewed survey to simplify it.
- Plan is to put article about the Town Hall in the Times Ink for the May edition, announcing the survey and an open house (May 15th or 22nd). Surveys will be distributed via mail to each household and due back one week after the open house. Surveys will also be available at the open house and on-line with Survey Monkey. Need to develop a plan to attract people to the open house.

Follow-up:

- ⇒ Barbara will re-draft and circulate the survey, draft article for Times Ink, check on mailing rates and contact Heidi about other possible events in May to coordinate with.

Bee removal:

- Bees should be moved by May 1st, which will require removal of exterior clapboards. Discussed interest of Bill Mares from the VT Beekeeping Association and JB Bryan from Huntington in helping with bee removal, and desirability to have someone there to advise re: historic issues in case removal is more complicated and requires more extensive deconstruction.

Follow-up:

- ⇒ Contact JB Bryan and Eliot Lothrop about coordinating on this (Barbara and Aaron can follow-up).

List of "Action Items" for the Town Hall:

Discussed action items (see list below).

- Survey and membership – Barbara will coordinate
- Maintenance Plan – Aaron will coordinate working with Terry. Discussion about updating the 2002 diagnostic plan, identify what has been done and priorities for maintenance. The roof and painting are probably the main priorities, but a walk-through will be done and then possibly get estimates. Consider getting Efficiency VT to do an energy audit to see what would be needed to make the building more efficient.
- Clean-up – discussed doing this in April. Possibly Boy Scouts could help as part of a community service project.
- Summer program and Long-term Plan will be informed by the survey. Bingo was very popular when it was done a few years ago. This might be done working with the fire department, with proceeds split. Someone will be needed to take the lead on the summer program.

Follow-up:

- ⇒ Barbara will be back in touch with Ann Cousins at Preservation Trust of VT about the possibility of funds to get an update of the building diagnostic.
- ⇒ Barbara will follow-up with Chittenden Solid Waste about a dumpster for clean-up.
- ⇒ Contact Boy Scouts about help with clean-up.

Other:

Septic – A new system cannot be put on the existing property because of well head protection issues. We will need to explore the option of an easement with Marty Fuller.

HHCT meeting – Aaron will go to the HHCT meeting next Tuesday to discuss possible mutual interest in the Town Hall project. We will ask for their input on the survey.

Meetings – agreed to hold meetings on the third Thursday of the month.

Next Meeting: Thursday, April 15th 7:00 – 8:30pm

Tentative Agenda:

Plans for mailing survey

Plans for building clean-up, possibly the last Saturday in April – April 24th

Plans for open house sometime in May, possibly Saturday, May 15th or 22nd

Town Hall Committee Action Items

Membership and Survey

Recruit new members – postings, article in Times Ink

Complete and issue survey in Times Ink (or mass mailing) and Survey Monkey

Analyze survey and print article in Times Ink and/or hold meeting to discuss results

Maintenance

Re-locate bees (needs to be done by May 1st)

Finish interior clean up – dumpster for items, kitchen area

Contact CSWD about dumpster for clean up

Review 2002 diagnostic report and develop maintenance plan

“Repair chairs”

Summer Program

Develop plan based on survey results

Long-term Plan

Meet with other groups in town to discuss their plans and possible interests in the Town Hall–
e.g., Library Committee, HHCT, HERO, Food group

Visit other communities who have re-developed Town Hall buildings (we have a list from
Preservation Trust of VT)

Develop plan based on survey results and present to Selectboard