

Williamsburg Building Needs Committee  
Town of Williamsburg  
MINUTES  
October 16, 2008

Present: Steve Smith, John Pohanka, William Sayre, Jim Locke, Jeff Ciuffreda  
Absent: Andy Soles, Kit Smith

The meeting started at 7:15 pm.

Ciuffreda introduced the committee and laid out the charge for the committee as set by the Selectboard. "The Committee will evaluate the town's current land and building assets, determine the town's short term and long term building and space needs, and make recommendations on fulfilling those needs. All town functions, including but not limited to regular town hall functions, Council on Aging and senior center, schools, and highway, police, and fire department needs should be considered."<sup>1</sup>

A 1989 study completed by a previous committee was distributed. This report should serve as a basis for the new report, beginning with the determination of which recommendations of that report have been implemented. The local school committee work on buildings and needs should also be utilized.

Ciuffreda noted that Town Meeting has authorized the expenditure of up to \$2500 for consultation work. There is the desire to have the Committee report back to the Selectboard with a timeline for completion of its work within 2 months. The final report will be delivered to the Selectboard. The basics of the Open meeting Law were discussed.

Some of the topics that could be considered were discussed, including affordability, timing, needs, use, National Grid land, safety complex, inventory, growth, and regionalization.

The next meeting was set for Monday, October 27, at 6:30 pm and Pohanka will have the meeting posted by the Town Clerk.

William Sayre

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<sup>1</sup> **Charge to Williamsburg Town Building Needs Committee**, Town of Williamsburg, undated.