



Williamsburg Building Needs Committee

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|---|----------------------|---------|--------|
| Minutes for meeting on March 9, 2009 Approved 4/14/09 | Members: | present | absent |
| | Andy Soles, Chairman | x | |
| | Jim Locke | x | |
| | John Pohanka | x | |
| | Bill Sayre | x | |
| | Steve Smith | | x |
| | Andrew Webster | x | |
| | Others: | | |
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Chairman Andy Soles called the meeting to order at 6:30 PM.

1. Andy Soles reported that he had received 12 responses from our mailing to departments and committees. John Pohanka will follow up with those that have not responded.
2. Andrew Webster reported that the energy audit of town buildings is on schedule to occur in May for all town buildings.
3. William Sayre presented a table that listed towns in western Massachusetts that have a similar population and operating budget. He will refine the list and call towns with assistance from Pohanka and Soles.
4. Webster reported that he had no luck with contacting PVPC for town demographics.
5. John Pohanka reported that Southampton is hiring a consultant to determine the use of a decommissioned building.
6. Webster and Soles have walked through town office building and will do other buildings.
7. Soles reported that our budget will continue at \$2500 for FY10.
8. Soles will update timeline.

9. A motion to approve the minutes of February 9, 2009 passed with no abstentions.

10. A motion to adjourn at 7:45 pm passed.

Action Items:

JP

- Follow up with departments that have not responded to survey.
- Assist WS calling area towns on list.

AS

- Update timeline.

AS & AW

- Sketch and measure Town Hall.

JL

- Follow up with SelectBoard to determine ownership of building at Transfer Station.

WS

- Further refine town list for calling re buildings and use. Call towns with Pohanka and Soles help.

SS

- Assist WS calling area towns on list.

The next meeting will be on April 13, **7:00 pm**. All future meeting will start at 7:00 pm.

William B. Sayre