

## Williamsburg Facilities Master Plan Committee Meeting Minutes

Williamsburg Town Offices – 141 Main Street, Meal Site

August 11, 2016 at 5:00 p.m.

- Members Present
  - Bob Barker
  - Fred Goodhue
  - Carol Konz
  - Mitch Cichy
  - Eric Weber
  - Jim Ayres
  - Kim Boas
- Members Not Present:
  - Nick Dines
  - Charlene Nardi
- Facilitators:
  - Dillon Sussman, PVPC
  - Caitlin Marquis, CES
- Public Present: Bill Sayre (Select Board)
- Minutes from last meeting approved (Fred Goodhue, Bob Barker)
- Smart Growth America Workshop: SGA is national org that promotes Smart Growth. Smart Growth is an approach to planning places that has principles such as concentrating development in centers and limiting sprawl, promoting walkability, preserving natural resources, etc. SGA has partnership with USDA Rural Development to provide TA to rural places and got in touch with Williamsburg because of CIRD grant. Will come to Williamsburg in fall to do one-day workshop about how Smart Growth and fiscal health relate and then will provide examples from other similar rural places and then make recommendations for Williamsburg. Will do Life Cycle Analysis for HEJ parcel and try to project long-term fiscal impact of different uses of the property. FMPC is responsible for determining which scenarios they would look at. Looking at holding one-day, all-day workshop in October either between 10/18-10/21 or 10/25-10/28. Would be good if FMPC members could make it, should save these dates for now.
  - Eric would not be able to make it on Thursday mornings.
  - Tuesdays are generally not good for Mitch.
- Survey Discussion:
  - Add some sort of intro that indicates that decisions have not yet been made, that survey is looking for input to guide decision making
  - Question 2: ask people which village center they live closest to, and whether they live w/in a mile or >1 mile from village center
  - Question 6: change language to “feel” instead of “think” and “community” instead of “town”. Cut the third option.
  - Question 7: ask if people are comfortable with “most” of the town’s municipal departments being in “one of the village centers.”

- Question 8: allow people to write in their own percentage tax increase that they would be comfortable with
- Question 9: give brief description of CPA, explain that state funds are matching funds, add exemption of first \$100k of valuation for everyone, and ask people if they are interested in learning more rather than if they support it
- Question 10: change to “sale or lease” and say “in order to raise funds and/or reduce costs”
- Question 11: change to “which of the following uses would you like to see in surplus town buildings?; and ask people to choose top 3
  - Cut “whatever generates the most revenue for the town
  - Cut “privately funded” from community services
- Question 12: change to a ranking question like 13 and ask people which services are most important to them, add instruction about which number is highest and which number is lowest; take out “water and sewer” and “other post-retirement benefits”
- Question 13: add instruction about which number is highest and which is lowest; change “Parks and Recreation” to “Recreation and Trails”; take out public works and water and sewer; add cemeteries; add Board of Health
- Question 14: remove
- Healthy/Active Living questions: check with Nick Dines to see what questions were already asked on Mill River Greenway survey; consider adding a question about whether people would walk or bike more if they could
- Safety Complex questions:
  - Ask if HEJ is an acceptable location
  - Ask basic question with responses being: in favor of building it; not in favor of building it; in favor with changes to plan; need to learn more
  - Question 21: change “location near...” to “sited near...”
  - Add agree/disagree questions about tradeoffs between response time, size, and cost
- General comment: somewhere survey should ask if historic preservation is important to respondent
- The committee would like to tour the Town’s facilities. Ask Charlene Nardi to organize tour of various public buildings that face facilities decisions. Bill Sayre would willing to help organize this tour.
- Question from Bob Barker- when will we start talking about public safety complex and other facilities to be considered?
  - All should send comments about how to frame conversation about public safety complex to Dillon
    - Conversation from Dillon’s POV:  
The Situation:
    - Town has determined that its highest priority facility needs is the Public Safety Complex
    - The Helen E. James property is vacant
    - Town offices in need up repairs, updating, and additional space
    - Old town hall in need of repair

- Two vacant buildings when fire department leaves
- The questions for the Facilities Committee:
  - What is the best long-term match of buildings to uses?
  - What is timeline for action?
  - How do you manage the costs of facilities improvements and operations over time?
  - What gives and takes are needed to make a plan that will be acceptable to the people of Williamsburg?
  - Public safety complex drives a lot of decision-making on other issues
- Kim Boas moved that “the committee approve that the scope of work for Healthy Hampshire to support facilities master plan with community engagement to be brought to the Selectboard”
  - Fred Goodhue seconded
  - Scope approved unanimously by committee
- Caitlin will send survey out to committee for individual comment back. She will put reminder on the email for people to reply only to her.

Adjourned at 7:05 p.m.