

Approved as amended
September 20, 2022
(see C - sentence in red
added)

Future Facilities Committee

MINUTES

August 16, 2022

PRESENT: Bo Chesney, Patrick Christian, Paul Giddinge, Dick Hogue, Kathy Hogue, Tony Mark, Matt Nielsen, Susan Briggs Peters, Paul Schumann
Select Board: Heidi Curry, Andy O'Brien, Jon Morris
Excused: Jesse Peters, Patrick Fairbanks

- A. Minutes of July 18, 2022, were approved as written.
- B. There was some discussion around the charge/mission statement. What is the purpose and how do we approach it? Is it specific enough? What questions might arise at public hearings and how do we ensure we can answer those questions? Do we feel we will be able to get through this work – this is probably one of the biggest projects Pownal has tackled. Asking for outside help when needed and keeping the Select Board informed will be crucial.

The following COMMITTEE CHARGE/MISSION STATEMENT was approved:

“The charge of the Pownal Future Facilities (ad hoc) Committee is to analyze the current state of the Public Safety and Public Works facility needs, and with a sufficient planning horizon, will recommend to the Select Board strategies and solutions to take care of future potential needs.”

- C. There was some discussion around the Deliverables. How do we consider regionalization? We already participate in Mutual Aide for the Fire Department but right now we don't have a Fire Station that could accommodate other town's fire trucks. What area towns would want to regionalize with us? Public Works would be different than Public Safety. Jon Morris noted that some government agencies are already talking about regionalization, it is on the horizon. **Andy O'Brien noted that this regionalization discussion has taken place with many towns over many years with no known action.** In the question of co-locating our 2 facilities, it would be good to visit towns that already have combined facilities to hear what their pros and cons are. Do we plan around what land might be available first or do we plan what we need and then see what land is available? How far forward do we plan to meet as much of the potential future needs of the town as we can?

The following list of DELIVERABLES was approved:

1. Evaluate current and future needs for Public Safety infrastructure and make specific recommendations for meeting those needs.

2. Evaluate current and future needs for Public Works infrastructure and make specific recommendations for meeting those needs.
 3. Evaluate the potential impact that regionalization could have on Public Safety and/or Public Works facilities.
 4. Evaluate pros and cons of co-locating Public Safety and Public Works facilities
 5. Determine planning/design horizon for any recommended new Public Safety and/or Public Works facilities
 6. Evaluate siting (Pownal town-owned land and/or privately-owned land) for any new Public Safety or Public Works facilities.
 7. Evaluate and recommend future financing options and timing including opportunities for grants.
- D. A timeline will need to be developed with the knowledge that deadlines and goals may change along the way. The committee should be mindful to make budget requests early enough for the budget process when/if requesting funds at Town Meeting (Budget Committee, Select Board). It will be important to keep the community informed of the process along the way. Paul, Bo and Patrick will draft a timeline concept/plan to be reviewed at our next meeting.
- E. Outstanding items to be discussed at a future meeting:
1. Determine site visits, when, where and who will attend
 2. Review site visit questions
 3. Outside help - \$25,000 was approved at Town Meeting to help project town growth; North Star Planning and GPCOG are 2 resources to get quotes from. Jon Morris will get those quotes. We may also need to put out a Request for Proposal for this.
- F. NEXT MEETING: Tuesday, September 20, 2022 6:30pm in Voting Room
- G. Pluses/Deltas:
- +Select Board members were in attendance (very helpful)
 - +Everyone was here on time
 - +It is easier to hear in this room (vs. DeWitt Room)
 - None

Meeting Adjourned: 8:00pm
Respectfully submitted, Kathleen A. Hogue