

Approved
16Oct23

Future Facilities Committee
MINUTES ~ August 15, 2023

Present: Bo Chesney, Pat Christian, Pat Fairbanks, Dick Hogue, Andy O'Brien, Mike Pascarella, Susan Peters, Paul Schumann
Excused: Paul Giddinge, John Libby, Matt Nielsen, Jesse Peters
Notetaker: Kathy Hogue

- A. Pat Christian called the meeting to order, 6:30pm.
- B. Minutes of July 18, 2023, were approved with revisions.
- C. Review Sub-Committee reports
 1. Contract with Port City Architects was signed on June 24 at Select Board meeting; PCA confirmed on June 25.
 2. Grants Research: Bo reported that he has been in touch with Chellie Pingree's office as well as Susan Collin's office. Application process is similar for both with a few differences. The process can be a bit daunting, but staying on task can bring success. We need to be aware of specifics around funding and timelines. Pat C. will call Andy Hyland of PCA to schedule a meeting for his assistance on the grant process. Matt, Jesse and Pat Fairbanks would attend.
 3. Town property research: We will need a written "Space Needs" program to assist and discuss the spacial needs of each facility with PCA. The document will name and size every room necessary for both facilities in a spreadsheet form to arrive at total square feet needed. From there, discussion on cost and site size requirements will be projected. Include others in the process, not just Department Heads. A site walk will be necessary on the proposed Hallowell Road parcel.
 4. Communication: A draft article for the upcoming Pownal Town Newsletter was reviewed by the committee. Kathy will include the article with the suggested edits.
- D. New Business
 1. Andy O'Brien reported that with the Estabrook's Project being built on Hallowell Road, the Town would be eligible for TIF (Tax Increment Financing) revenues. This could possibly go towards a new Fire Station. Other considerations could include funds towards the "Village District" project. This will be a several month process; public hearings will be scheduled starting sometime in December.
- E. Old Business – none.
- F. Next Meeting: Rescheduled to September 5 instead of the 19th as Dick, Kathy and Bo will all be away on the 19th. Pat C. will notify Becky to update town calendar.
- G. Pluses/Deltas: The group continues to have good open discussions.
- H. Meeting adjourned, 7:30pm.

Respectfully submitted, Kathleen A. Hogue