

## MUNICIPAL BUILDING COMMITTEE FOR PRESCOTT SCHOOL

Number of Members	Method of Selection	Length of Term	Remuneration
9	Appointed	1 Year(s)	None

Prescott School is a unique municipal asset located in the heart of downtown Groton. Listed on both the State and National Register of Historic Places, Prescott School has played a vital role educating generations of Groton residents and is today poised to reflect the values and serve the community needs of the Town for generations to come.

The Town Manager shall establish a Municipal Building Committee for the Prescott School (hereinafter referred to as the Committee) to be comprised of nine (9) individuals residing in and being registered voters of the Town of Groton. The Town Manager shall endeavor to appoint individuals who, by reason of their current or prior background have special knowledge and skills to assist the Town in evaluating and recommending a plan for the future of the Prescott School. The Town Manager shall serve as an advisor to the Committee. The primary objective of the Committee shall be to pursue and engage in courses of action intended to stabilize, preserve and maintain, both physically and financially, the Prescott School. The Committee shall engage the community through public hearings in obtaining any information and recommendations to assist them in carrying out their charge. The members of the Committee shall serve for one year terms and meet at designated dates, times and locations that are convenient to its members as well as promoting public participation.

### **A. CHARGE**

The Committee shall be responsible for providing a vision for the future use of the Prescott School by gathering input from citizens, users and potential users, reviewing conceptual designs, making recommendations and acting in an advisory capacity for the Prescott School. The Committee's work should include, but not be limited to the following:

1. Identify realistic options for maintaining the building to stabilize the structure and preserve its historic value while serving the Town's needs. This shall include a discussion of its current condition.
2. Study the uses of similar historic buildings in comparable communities, including transitions to usage.
3. Develop and recommend a plan to the Board of Selectmen that maximizes the best uses of the building and site for the short (next 5 years) and long term (next 20+ years). Recommendations should be based on a complete analysis of available options and demonstrate fiscal responsibility. To demonstrate fiscal responsibility, the Committee shall develop estimated costs and project time-frame associated with any recommendation.
4. Develop informational materials about any proposed re-use of the Prescott School and conduct a public information program. This shall include at least one or more public hearings to gather input from the community.

5. Develop a timeline for completion of the work and submission of a report to the Board by June 30, 2015. This timeline should include quarterly reports to the Board of Selectmen and identify milestones to insure timely action by the Board.

## **B. CONDUCT**

All meetings are to be held in a public location, properly posted and open to the public in accordance with the Massachusetts Open Meeting Law. Minutes of each meeting shall be prepared and approved by the Committee within thirty (30) days of any meeting and distributed to the Town Clerk.

## **C. MEMBERSHIP**

**Committee Members:** The Committee shall consist of nine (9) members appointed by the Town Manager.

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### **Appointing Authority**

Town Manager

### **Legal Authority**

Local: Appointed under authority of Section 4-2 of the Town of Groton Charter.