



Town Manager
Mark W. Haddad

TOWN OF GROTON

173 Main Street
Groton, Massachusetts 01450-1237
Tel: (978) 448-1111
Fax: (978) 448-1115

Municipal Building Committee for Prescott School

Gregory Sheldon, *Chair*
Anna Eliot, *Vice Chair*
Halsey Platt, *Clerk*
Brian Bolton, *Member*
Gary Green, *Member*
Alison Manugian, *Member*
David Melpignano, *Member*
Becky Pine, *Member*
Lynwood V. Prest, *Member*

Meeting Minutes

Wednesday, January 21, 2015
5 P.M.

Prescott School
145 Main Street
Groton, MA 01450

Call to order at 5:00 Greg Sheldon

Present: Greg Sheldon, Anna Elliot, Dave Melpignano, Val Prest, Becky Pine, Gary Green, Alison Manugian, Brian Bolton

Discussed the January 10th walk through of the Prescott Building

Approved the Meeting Minutes for Jan 7 and Jan 10.

Reviewed changes to the Charge. Due to the resignation of Jane Bouvier from the Committee, agreed that a change from 10 to 9 members was acceptable. Greg Sheldon walked us through changes. The Charge was amended to remove a reference to completing our work by June 30th. Revisions were approved and will be submitted to the Board of Selectmen.

The discussion concerning the installation of a town parking lot behind Prescott was resumed. Mark Haddad advised that he was looking for guidance from this committee and would bring a recommendation to the Selectmen

Mark explained the 3 options available to the town:

- Buy lot next to Town Hall (AKA the Weber lot)
- Install a lot in the property behind the Bank of America and Citizens Bank across from Town Hall
- Rehab the Prescott school parking lot

Several considerations were brought up including future use of the Prescott Site (e.g., it was asked whether the Prescott School parking lot would ever be anything other than a parking lot). It was also suggested that we should hold off on any improvements to the Prescott parking lot at this time as a possible re-grading project on the site that would expose more of the basement level might need to be done and that this could all be done at once. The Committee decided that it was too early in our process to give a formal recommendation of support for the parking lot.

Val Press suggested the need for a site plan/survey at a cost of about \$4,500. It was indicated that this site plan is needed regardless of what the Committee recommends for the Prescott property. The existing site plan was done by GIS not a licensed surveyor. A formal site plan would be valid in perpetuity or until any substantial changes are made to the site. It was mentioned that the Town was ready to sell the property without a site survey with a buyer beware caveat. It was decided that the committee would table the discussion on the \$4,500 site survey request and let the Committee get further along before making that recommendation.

It was suggested that the Committee get an inventory of available space in the Town for public use as this would be necessary in considering requests for public space in the Prescott building (as there may be other places to offset the demand for space in Prescott).

It was discussed that at least 1 interested buyer for the Prescott Building has come forward since Town Meeting. No details on that offer were discussed.

Greg Sheldon presented his plan for Committee Tasks and a Sub-committee structure. The list of tasks was agreed to by the Committee. The Committee then discussed the creation of the two recommended sub-committees: a Research and Analysis sub-committee and a Public Engagement sub-committee. The overall tasks for each sub-committee were reviewed and approved.

It was suggested and approved that the sub-committees would be made up as follows:

Research and Analysis: Halsey Platt (Chair), Gary Green, Val Prest, Alison Manugian,
Public Engagement: Becky Pine (Chair), Anna Elliot, Brian Bolton, David Melpignano

In addition, Greg Sheldon presented an outline for a Final Plan/Master Plan the full committee will produce and submit to the Board of Selectmen based on the findings of the two sub-committees. The current outline would include several chapters: Executive Summary; Building and Site; Phased Development; Project Finance; Management.

It was suggested that the Committee could use a website and/or social media to engage the public in the Prescott building discussion. Creating a Facebook page was initially agreed to with caveat that the Committee would have to approve content added to the page prior to its publication.

It was discussed that sub-committees are governed by open meeting rules.

It was discussed what formal survey options are available to the committee and that the previous Prescott Committee completed a survey where a mixed community commercial use was most favored by respondents.

It was requested that everyone on the Committee read the Joel Barton report before the next meeting.

It was discussed what the format and structure of any public hearings would be when held by the Committee.

It was suggested that a short video highlighting the Prescott building could be developed (at no cost) and posted on any website or social media used by the Committee.

The Public-Engagement sub-committee scheduled their first meeting for January 28th at 7:00 (meeting location to be determined). Chair Becky Pine is to send to Mark Haddad an agenda for the meeting by Monday January 26th.

It was agreed that the Committee would use the cloud data storage solution Dropbox as a shared central repository for approved documents requiring easy access. A publicly available link to the shared Dropbox folder will be added to the town website. Brian Bolton will send instructions to the committee on using/accessing the Dropbox folder.

The Brainstorming agenda item was tabled due to time considerations.

Mark Haddad did not have an update on the Groton school system Prescott lease and will have this information for the next meeting. It was suggested that the Committee should have a meeting with the superintendent and the full school committee to discuss their space needs with regard to the Prescott building.

The meeting adjourned at 6:50

Respectfully submitted:
Brian Bolton, Committee member