



Town Manager
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**Municipal Building
Committee for
Prescott School**

Greg Sheldon, *Chair*
Anna Eliot, *Vice Chair*
Halsey Platt, *Clerk*
Gary Green, *Member*
Alison Manugian, *Member*
Becky Pine, *Member*
Lynwood V. Prest, *Member*

Meeting Minutes for Public Engagement Subcommittee

Meeting Date: April 7, 2015
Meeting Time: 7 p.m.
Meeting Location: Prescott School, 145 Main Street, Groton
Members: Becky Pine, Alison Manugian, Anna Eliot
Others: Patricia Lawrence, Pierre Comtois (Nashoba Publishing), Mary Jennings, Bruce Easom
Handouts: Agenda, Single page 'Did you Know' document containing Prescott School information drafted by Becky Pine

Becky Pine convened the Public Engagement subcommittee meeting. The Subcommittee reviewed minutes from its March 3, 2015 meeting.

Alison Manugian moved to approve the March 3, 2015 draft minutes. Anna Eliot seconded and the motion carried 2:0 (Alison Manugian abstained, Greg Sheldon absent).

Becky Pine stated that Greg Sheldon delivered the Committee's report to the Board of Selectmen and that the public engagement subcommittee -- with the help of the Friends of Prescott School group -- is getting survey forms out to the community. The group noted that Groton resident Bill Kane who is the owner of Planet Gymnastics has expressed interest in renting the gym. Also, the Committee received two separate proposals from Michael Roberts.

Alberta Erickson has donated sandwich boards in her possession that can be used as the backing support for the open house advertisements. Alison Manugian will pick up the sandwich boards from Alberta Erickson. Alison Manugian has prepared a draft poster for the open house which the group reviewed. It was agreed that Public Engagement members would bring a sample of all proposed advertising and Open House materials to the April 21st full committee meeting so that the full committee can review/endorse that work product.

The group discussed the best way to usher the public through the Prescott School. There might be tour guides and also volunteers who will stay on specific floors (two per floor) to safeguard the School District's sensitive information in this building with no interior door locks. Also, a double sided handout for the open house was planned with a copy of the floor plan on one side with a 'did you know' fact sheet on the opposite side. The group discussed the best items to highlight on the Prescott facts sheet. Face painting and other family friendly activities were discussed as a way to encourage greater attendance on May 2nd. The Subcommittee members were appreciative of the Friends of Prescott School ideas for boosting attendance, but ultimately decided not to prepare such entertainment activities that may distract and border on the provision of child care.

Anna Eliot suggested a sign-up sheet so that the public can record their email addresses which will facilitate future outreach efforts and communication. The group agreed to this idea.

Becky suggested that volunteers and Committee members wear identifying t-shirts (same color) or all have similar name tags. Name tags can be made available for Committee members and the public.

Bruce Easom may go to the Middlesex South Registry of Deeds in Cambridge to collect historical deed information.

Mary Jennings suggested taking out a quarter page advertisement for the May 2nd Open House and Public Meeting in the Groton Herald. She suggested that the Public Meeting might include a 'museum wall' that lists many uses and invites the public to additional ideas to that wall. She noted that many such meetings serve the two goals of (a) generating ideas, and (b) making sure that people feel that they are being heard.

The group discussed categories of uses and whether to pre-populate categories with many of the proposed uses that have already been suggested. It was asked how the Subcommittee avoids a process that elicits extravagant, unrealistic plans that have no funding source to create that vision. Examples of this sort might be a movie theatre, swimming pool or restaurant. The question of when to attach fiscal feasibility to desired concepts was discussed. The group wondered how its process might poll members of the public for what ideas and uses they would be willing to have tax dollars spent on.

Mary Jennings suggested posing questions to attendees that include the following: "What questions would you need to have answered?" or "What should we be considering?" Alison Manugian commented that the latter question is more useful to her as a Committee member than just asking for use ideas.

Becky Pine said that she anticipated the need to do some set up for the May 2nd event at the Prescott School on Friday, May 1st.

Alison Manugian moved to adjourn the meeting at 8:45 pm. Anna Eliot seconded and the motion carried 3:0 (Greg Sheldon absent).

Next meeting: April 28, 2015 at 5:30 pm

Notes by Fran Stanley.