

Monkton Municipal Building Committee Meeting  
Monkton Town Hall  
Minutes

DATE: October 25<sup>th</sup>, 2017

Call to order: 7:04PM

Committee members present were: Stephen Pilcher, Melanie Cote, Peter Norris, Eric Bown, Ian Smiley, Peter Straube, and Deborah Rickner.

Review of minutes

S Pilcher entertained a motion to approve the minutes. P Norris made the motion and E Bown seconded the motion. The motion passed unanimously.

Report on new town office of Castleton, VT

D Rickner reported on her visit to the new Castleton town office which were built for \$730,000 by McClure Builders and MBF design of Rutland.

D Rickner will inquire to Castleton officials about the square footage of their new building and details of the building layout.

Review of "Monkton Town Buildings Survey"

After discussion, the committee decided to leave the first explanatory page of the survey largely unrevised.

The committee discussed the first question in the survey and recommended the question end with the phrase "how did you vote and why?"

The committee discussed question two at length and recommended revisions like adding a yes/no question about selling the current town hall, and an option for a new town building with just town offices and library.

The committee recommended combining questions three and four.

The committee recommended revising question five to ask, "what questions or comments do you have for the committee?"

The committee recommended removing question six.

The committee recommended rephrasing question seven.

Process for distributing the "Monkton Town Buildings Survey"

The committee discussed means of distributing the survey such as

- In a mailer to Monkton households
- At public places in Monkton
- By FrontPorchForum
- On the town website
- Door to door.

The committee agreed that Peter Straube and Melanie Cote will complete final revisions to the survey and circulate that document to the committee for approval.  
Stephen Pilcher will generate a budget for distribution of the survey.  
The committee agreed that the target release date of the survey is Dec 1<sup>st</sup>.

#### Other Business

The committee discussed a date for the next meeting and decided on Wednesday, November 29<sup>th</sup>.

#### Adjournment

E Bown made a motion to adjourn the meeting. I Smiley seconded the motion. The motion passed unanimously. The meeting adjourned at 8:30 p.m.