



# MINUTES

## TOWN OF NORTON

Town Clerk Date/ Time Stamp

Board/ Committee: Permanent Building Committee

Meeting Date: June 14, 2016 Time: 7:00 PM

Meeting Location: Town Hall, 70 East Main Street Norton, MA

Members & Staff Present: Lukasz Wasiak, Frank Reynolds, Mark Gershman, Tom  
Wiss, Dennis Colwell, Michael Yunits

Members Not Present:

The meeting was called to order at 7:13 PM and adjourned at 8:30 PM

Minutes from the N/A

Meeting were reviewed & Approved as written.

### *Meeting Motions / Actions and Summary of Discussions:*

Review Board of Selectman presentation with Town Manager. Committee looking for input and direction from the Town regarding next steps for a review of the Town owned buildings.

Provide Committee assessments to Town Manager for: Town Hall, Council on Aging, and Chartley Fire Station.

General discussion with Town Manager regarding the following buildings:

- Council on Aging  
General rehab required to increase efficient use of existing space
- Henri Yelle School  
Review refurbishing for Town (municipal) use with current occupancy
- Chartley Fire Station  
Roof has already been patched and mold removed. Requires minor renovations, move forward with RFP. Town Manager prepares with assistance from Committee. RFP requires Board of Selectman approval. PCB would oversee RFP and construction
- Town Hall  
New Town Hall behind existing building; remove addition; add parking between fire station and library

Town Meeting approved \$70,000 for Building Envelope Study. Town Manager suggested a simple assessment with cost estimates be conducted for the: Town Hall, Council on Aging, Chartley Fire Station, Henri Yelle School, and the main Fire Station (next to Town Hall).

Committee discussed a Master Plan with Town Manager to look at the current uses, condition, occupancy, short-term and long-term needs for all Town owned buildings including the School Department buildings. Looking for best use of monies appropriated for Building Envelope Study.

*Next Meeting(s):*

Possible meeting with Board of Selectman - July 28, 2016 (to be determined)

August 22, 2016

PBC Meeting Town Hall – Break Room  
70 East Main Street, Norton, MA

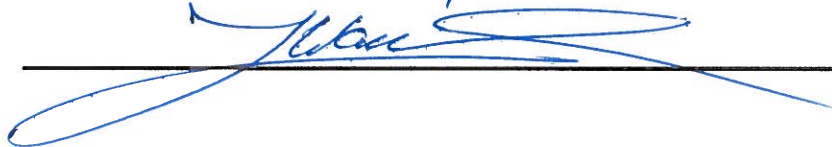
Minutes respectfully submitted by:

**Mark Gershman**

Minutes Approved by Committee on:

8/22/16

Chairman Signature:

A large, stylized handwritten signature in blue ink, likely belonging to the Chairman, is written over a horizontal line.