



# MINUTES

## TOWN OF NORTON

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NORTON TOWN CLERK

2022 JUN 8 PM 1:42  
Town Clerk Date/ Time Stamp

Board/ Committee: Permanent Building Committee

Meeting Date: May 11, 2022 Time: 8:05 PM

Meeting Location: Norton Library Community Room

Members & Staff Present: Dinah O'Brien, James Slattery, Mark Gershman, Bob Brisco, Brian Bechet, Steve Kirby

Public:

Meeting called to order at: 8:05 PM and adjourned at:

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

Committee attended the Selectboard Meeting to provide an update on the Senior Center and Town Hall projects. D. O'Brien opened the Committee's meeting and briefed the Selectboard. The design for both projects are underway, and the Senior Center should be bid in fall 2022 with 12 months of construction, and the Town Hall bid in winter 2022-2023 with 18 months of construction.

D. O'Brien indicated the Town approved \$11.11 million for the Senior Center project and \$23.29 million for the Town Hall project. During the course of the design development several issues have arisen that were not part of the scope of either project. As these issues are outside the purview of the Committee, the Committee does not have any projected costs for these items.

#### 1. Sewer line connection for the Municipal Center

Weston & Sampson is currently working for the Town, outside of the Town Hall project, looking at alternatives to tie the municipal buildings into the surrounding existing sewer infrastructure. M. Yunits indicated the sewer tie-in may be funded under by a federal program.

#### 2. Town Hall document conversion (hardcopy to digital)

D. O'Brien indicated the layout and programming of the Town Hall was based on the Town converting their files to digital format. D. O'Brien indicated the new Town Hall will have some storage space and a larger vault(s) to store hard copies of documents that are required to be stored, but not enough storage for the vast number of documents currently being stored within the existing Town Hall. M. Yunits indicated the Town will look into grants that may be available to help the Town convert their documents to digital format.

#### 3. Secure parking for Police Department

D. O'Brien noted that the Police Department does not have secure parking (fenced). Providing a secured parking area was not within the Town Hall project but is something the Town should consider. M. Yunits indicated this may be funded as a capital project.

4. Fiber optic connection

D. O'Brien noted that both the Town Hall and Senior Center projects do not include tying the buildings into the Town's fiber optic network. M. Yunits indicated he will discuss with R. Cord, Deputy Director of the Town's Emergency Management Agency.

Next Meeting(s):

June 6, 2022

6:00 PM

Committee Meeting – Norton Senior Center

Minutes respectfully submitted by:

Mark Gershman, PBC Clerk

Minutes Approved by Committee on:

June 6, 2022

Chairperson Signature:

James M. Blatty - Vice Chairperson