

South Hero New Town Hall Building Committee Meeting Agenda

Meeting Date: Tuesday, June 11, 2024

Meeting Time: 6:00 PM

Location: Town Office Conference Room, 333 US Route 2, South Hero, VT

OR Zoom Meeting ID: 814 1959 0978, Passcode: 660440

I. Introductions

II. Review and Approval of Agenda

III. Review and Approval of Prior Meeting Minutes (May 28, 2024)

IV. Owner's Project Requirements (OPR) Update:

- **Survey Progress:** Jill Lowrey will provide an update on the progress of the survey of Town Office staff.

V. Focus on Final Two Potential Sites:

- **Public Presentation:** The committee will discuss a presentation to the public to occur at the next meeting regarding the final two potential sites (329-333 US Route 2 and 318-320 US Route 2). This may include:
 - Overview of each site and its conceptual landscape plans as presented by Leslie Carter.
 - Review of the site attribute list and scoring process (previously discussed on May 14th and 28th).
 - Opportunity for public questions and comments on the two sites.
 - Adding any additional site attributes deemed appropriate.
- **Site Attribute Scoring:** Following the public presentation on June 25th, the committee will be poised to score the two sites based on the site attribute list. This will involve:
 - Reviewing and discussing each attribute.
 - Assigning scores to each site for each attribute.
 - Documenting the scoring process and rationale.

VI. Next Steps:

- **Summary:** The committee will briefly summarize the key takeaways from the meeting.
- **Action Items:** The committee will discuss and determine the next steps, which may include:
 - Finalizing the site attribute scoring and potentially making a recommendation to the Selectboard.
 - Refining the town office staff survey based on public input.
 - Developing public outreach strategies for the next phase of the project.
- **Meeting Schedule:** The committee will set a date and time for the next meeting.

VII. Public Comment:

The public will be encouraged to provide additional comments and

feedback on the proposed Town Hall project.

VIII. Adjournment The meeting will be adjourned.

Additional Notes:

- Committee members are encouraged to come prepared to discuss the final two potential sites and provide input on the site attribute scoring process.
- The public is encouraged to attend and actively participate in the meeting.
- This meeting will focus on presenting the final two sites to the public, gathering public input, and continuing the Owner's Project Requirements (OPR) development process.