

**TOWN OF WILLISTON  
COMMUNITY CENTER SCOPING & LIBRARY ASSESSMENT  
STEERING COMMITTEE  
MINUTES OF MEETING**

**February 16, 2023**

**APPROVED March 6, 2023**

**MEMBERS PRESENT:** Greta D’Agostino, John Butterfield, Andy Mikell, MaryClaire McGoven, Bob Metz, Lynn McClintock, Karla Karstens

**ADMINISTRATION:** Erik Wells, Town Manager; Todd Goodwin, Recreation and Parks Director; Jane Kearns, Library Director

**OTHERS PRESENT:** Mellisa Cain (Iceberg Consulting) & John Hemmelgarn (Black River Design)

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[Note: Minutes reflect the order of the published agenda.]

**1. Call to Order**

Karla Karstens, called the meeting to order at 6:30 PM.

**2. Public Comment – General Issues**

None.

**3. Minutes – January 31, 2023**

***MOTION by Greta D’Agostino, second by Andy Mikell to approve the meeting minutes of January 31, 2023. APPROVED 7-0.***

**4. Tour of REC Zone Space**

Recreation & Parks Director Todd Goodwin provided a tour of the REC Zone at 94 Harvest Lane to the Committee.

**5. Black River Design Update**

John Hemmelgarn from Black River Design provided a general update of their work on the project. A civil engineering firm is finishing up its assessment of the current library space this month. It is anticipated an update will be ready for a March meeting.

**6. Community Engagement Planning**

Mellisa Cain from Iceberg Consulting walked the Committee through the final survey materials and plans. Kickoffs for the survey are planned for March 4<sup>th</sup> at the REC Zone, March 6<sup>th</sup> before Town Meeting, and March 9<sup>th</sup> throughout the day at the Library.

**7. Set Dates for Next Meeting**

The Committee will next meet on March 8<sup>th</sup> and March 22<sup>nd</sup> (changed to March 23<sup>rd</sup> after the meeting).

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**8. Adjournment**

With no further business and without objection the meeting was adjourned at 7:35 PM

*RScty: ewells*