



**TOWN OF NORTHBOROUGH
63 MAIN STREET
NORTHBOROUGH, MA 01532**

Town Offices Feasibility Study Committee

MEETING MINUTES

November 1, 2023

6:30 p.m.

TOFS Committee
November 1, 2023
Zoom Meeting

Town Employees Present: Scott Charpentier, Shawn Thompson
Committee Members Present: Bill Pierce, Aaron Hutchins, Judy Boyle, Kristen Wixted
Missing Ashley Davies, Linda Brenkle and Dario DiMare

Quorum present at 6:33
Meeting started at 6:35

Motion and 2nd to approve 9/13 minutes; Bill Pierce abstained
10/25 minutes pushed to next meeting due to Kristen Wixted not having reviewed minutes

Clarification on debate and voting this meeting vs. next meeting

Kristen Wixted report: Impressed with all 3 presenters. Feels energy was better with 2nd and 3rd presenters. Agrees that Dario DiMare's absence is noteworthy. Felt 1st presenter was very clear that 63 Main or 4 West Main was the way to go.

Bill Pierce report: all qualified. Had 3 questions he wanted answered: Timeframe, town hall experience and community involvement. 2nd presenter, HKT, couldn't give a timeline answer.

Judy Boyle report: Great energy from 1st and ok energy from 3rd presenter. 2nd presenter not great energy. Feels like we can't have a proper discussion with Dario DiMare's absence. No handout from 3rd presenter.

Scott Charpentier report: risk of bringing building analysis into an interview. Some just say here's my process.

Aaron Hutchins report: HKT is firm working fire station in town; fire station committee has asked for a special town meeting in September. All presenters' materials font size made it incredibly difficult to review. Technicality of 1st presentation made it difficult to navigate. Preferred the presentation style of the 2nd presenter's project manager. Appreciated hearing about phased construction. Appreciated the way 3rd presenter approached the initial input session in terms of interviewing town departments to see how things flow/interact. Appreciated the education about using other potential buildings as



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annexes for other department locations. Disappointed the 3rd presenter did not offer ideas on the proposed buildings.

Scott Charpentier on special town meeting: need additional time for public input in fire station committee.

Discussion on procedure for calling a special town meeting.

Discussion on how to score the interviewees at the next meeting.

Next meeting discussion. Tentative 11/27 at 6:30PM.

Move to adjourn and 2nd at 7:17. Meeting closed.