

**Newbold Building Committee Minutes**  
**January 28, 2021 Newbold Town Hall 5:15 PM**

**Present:** Jim Staskiewicz, Chairperson, Kim Gauthier, Kim Harron and Jackie Cody, Secretary

**Meeting Called to Order:** 5:19 PM by Chairperson Jim Staskiewicz.

1. Chairperson Staskiewicz verified the meeting had been properly noticed to the public.
2. The minutes from the January 21, 2021, meeting were accepted as submitted by Kim Harron. Seconded by Kim Gauthier. Approved.
3. The committee discussed minor changes to the town hall floor plan. The discussion included: more meeting space in the conference room, additional storage gained by moving the office bathroom to the flex space, and convenience of a second door in the conference space for public access when the office side is locked.  
The conference room allows for a group of 12-16 to meet. The space is useful for board members to utilize for meeting on town business. It provides for space for committees to meet instead of the use of the large meeting space.  
Counter space, sink and storage closet are part of the conference room floor plan. There is room for an undercounter refrigerator for beverage and lunch items for town staff working in the building as well as for small group meetings.  
Kim Gauthier moved to approve the changes to the town hall designing adding to conference room space, adequate town office bathroom and storage. Seconded by Kim Harron. Approved.
4. Kim Gauthier reported the cost of printing address labels for the notification postcard to residents for the referendum is less than anticipated. The revised printing cost is \$175.00 for 2,500 labels from the county. Kim will present to the town board the cost for printing labels. The postcard should be sent to the printer shortly. Labels to follow the second week of February. Postcards ready to mail out the 15<sup>th</sup> of February.  
The Newbold Town Chairperson will be asked to place the postcard info on the town website. This will help residents understand the postcard about the 2 meetings will be coming to their mailbox soon.
5. Jackie Cody will contact Mr. Jeff Verdoorn confirming that if the referendum does not pass the grant money is returned.  
Group was reminded of the February 4<sup>th</sup> online meeting at 9 - 11 AM regarding grant details. Video feed through Oneida County Economic Development Corporation website. <https://www.ocedc.org/>  
Even though Funktion Design will be completing the application process it is information for committee members to understand. No preregistration necessary a meeting link is provided as the OCEDC website.
6. Fact sheet of talking points was tweaked by committee members.
7. Kim Gauthier brought to the members attention there should be a meeting of the Newbold Town board to specifically discuss and determine how the building projects are

going to be financed whether completely through loan? Or possible use of town money for part of the financing. Jim Staskiewicz will request at the 1.28.2021 meeting for the Newbold Town Board to meet to discuss finance specifics.

8. There was no public comment.

9. **Next Meeting: Tuesday, March 2<sup>nd</sup> at 4 PM at the Newbold Town Hall.**

a. Fire tech person cooperation in meeting needs of the public meeting

b. Synopsis of building usage and timeline

c. Community postcard reaction

10. Move to adjourn by Jackie Cody and seconded by Kim Harron at 5:59 PM.

Submitted by Jackie Cody, January 28<sup>th</sup>, 2021