

TOWN OF NORTH KINGSTOWN

MINUTES

GOVERNMENT CENTER PLANNING WORK GROUP (“GROUP”)

APRIL 20, 2016

Present: Phil Bergeron; Dianne Izzo; William King; Nicole LaFontaine; Mary King; Gary Tedeshi

Absent: Dr. Philip Auger; John Boscardin; Sheila McGauvran; Curtis Given

Also in attendance: Richard Welch, Liaison of Asset Management Committee; Ellen Waxman, Town Council Member

- I. Call to Order: Meeting called to order at 5:01 pm by Chair Dianne Izzo.
- II. Approval of March 9, 2016 meeting minutes: Motion to approve March 9, 2016 meeting minutes was unanimously approved.
- III. Public Comment: Richard Welch recommended the use of a survey for public communication of the joint government center project. Mr. Welch also recommended that the Town Council get a non-binding referendum on the ballot with the State by August 10, 2016, to get input from citizens and see what support there is for validity of the committee.
- IV. Communication plan for Group:

Dianne Izzo discussed what she believes should be the final product of the Group and referenced some bibliography materials that have already been collected: 1) Phil Bergeron report regarding the Town Hall and 100 Fairway Drive; 2) Town Comp Plan (final may be done by the time Group report is complete); 3) LEAN materials from 2015; 4) NK Economic Market Study from 2014; and 5) Elert IT assessment from 2011; and materials presented at the meeting including two lists of real estate assets and a map of real estate assets.

The Group discussed a communication plan with the media. Dianne Izzo indicated that approved minutes from the Group meeting would be posted soon but that any worksheets or other data would not get released until approved by Group. She also indicated that people should be clear about whether they are speaking for themselves or for the Group when speaking to the public or media and should only speak for the Group if an idea had been vetted previously. Dianne asked for comments on the draft communication plan she presented by email, forward to her prior to the next meeting. Dianne asked members to consider whether or not they would be interested in working on the communication subcommittee. The members of the subcommittees could be finalized at the next meeting.

V. Town and School Building Requirements:

The Group reviewed the documentation provided by Nicole LaFontaine regarding properties owned by the Town. The Group discussed moving forward with a survey to get an indication of public support before doing too much work on picking a site. Gary Tedeschi indicated that there's a significant difference if the community would support a new location versus the community would not support a new location and the task would be to renovate an existing property. The group agreed that the list needed to be reduced to only those properties that could support the joint space and that more information was needed to proceed.

VI. Continue work on feasibility and advisability of consolidation:

The Group discussed the LEAN process and how and if to move forward with more analysis for Town department. Nicole LaFontaine indicated that another lean study was being done with grant money for licensing and business applications. William King described his years of working with the mechanics of the LEAN process for businesses and stated that leadership was the key but that Government operations may not fit the model completely.

Mary King noted that the School Department NESDEC study on enrollment and educational facilities best use would be presented to the School Committee and the community at the School Committee's April 26, 2016, meeting.

Dianne noted that the Elert information technology report noted back in 2011 that there were few opportunities for consolidation of capital items.

Ellen Waxman discussed the feasibility of a space needs analysis.

VII. Schedule next meeting: Dianne Izzo moved to set the next meeting date of May 11, 2016, at 5 pm. She noted that the Group could finalize the members of the three subcommittees at that time. One committee would address the Group's communication plan, another committee would address the facility and space needs for the joint space and the third committee would research consolidation.

VIII. Adjournment: Motion to adjourn unanimously approved at 6:20 pm.