

Town of Kingston
Permanent Building Committee
February 7, 2008
Meeting Minutes

1. Ron Gleason, Chairman, opened the meeting at 7:15 pm. Other members present were Paul Armstrong and Dave Colter. Absent were George Drummey and David Holmes.
2. One change was made to the Master Copy of the Maintenance Guidelines, as well as to the Town House, Animal Control, Highway, Library, and Faunce School. Reference to a sample contract was inserted in Town House copy.
3. Ron asked Paul Armstrong if he could accompany him to an onsite visit to both the Faunce School and the Public Library, and if time permitted, also to the Reed Community Building. Paul agreed and they will meet at 9:30 on Friday, the 8th of February to do this walk-through.
4. If they were able to visit the Reed, that would leave only the two Fire Stations and the Police Department to be visited and possibly this would complete the Guidelines project as far as getting the booklets done and printed. There could be one or two more but that will be decided later.
5. The next meeting will be either the 14th of February or the 21st. Ron will let the Secretary know in time for a posting of such meeting.
6. A **Motion** was made by Paul Armstrong and **seconded** by Dave Colter to approve the Minutes of the January 24, 2008 and it was **so Voted**.
7. There being no other business to come before the Committee, a **Motion** was made by Dave Colter and **seconded** by Paul Armstrong to close the meeting, it being 7:56 pm. and it was **so Voted**.

Respectfully submitted,



Ruthann Cassidy, Secretary