

EXECUTIVE SESSION MEETING MINUTES

Town of Heath
SELECT BOARD
Sawyer Hall
August 27, 2019

Call to Order at 8:45 p.m. by Brian DeVries with Robyn Provost-Carlson, Gloria Cronin Fisher, Ned Wolf, Finance Committee chair, and Hilma Sumner, Interim Town Coordinator.

On a motion by Robyn Provost-Carlson and a second by Gloria Cronin Fisher the Select Board voted unanimously to enter into executive session for the purpose of considering the lease of real property and negotiating said lease (Reason #6).

Robyn Provost-Carlson Aye Gloria Cronin Fisher Aye Brian DeVries Aye

In open session, Chairman DeVries had declared that such discussion may have a detrimental effect of the negotiating position of the governmental body.

It was explained that Larry and Rebecca Sampson have requested to lease the preschool room (Room 124) and attached bathroom in the school building located at 18 Jacobs Road for 12 months. This space totals 1,124 square feet. Discussion followed regarding a monthly rental fee for the space. Ned Wolf expressed concerns that the fee was set sufficiently high enough to cover all additional utility costs that were incurred. It was agreed by the Board to ask for \$1,000.00 per month rental fee.

On a motion by Robyn Provost-Carlson and a second by Gloria Cronin Fisher it was voted unanimously to set the per month rental fee at \$1,000.00.

Robyn Provost-Carlson—Aye Gloria Cronin Fisher—Aye Brian DeVries—Aye

Concerns discussed that would need to be agreed on by the Sampsons were:

1. Proof of liability insurance
2. Understanding that the highway department would be doing the plowing and the building maintenance coordinator would clear the walkways but that neither would be done early morning since snow removal of the public roads and at other town buildings took precedence.
3. There needs to be a written opt-out clause so that either party could terminate the lease before it expires but with due notice.

It was agreed that an attachment, or addendum, could be secured to the lease with the stipulations and terms of rental.

On a motion by Gloria Cronin Fisher and a second by Robyn Provost-Carlson, a vote was taken to have Larry Sampson join the meeting to continue negotiations with him.

Gloria Cronin Fisher—Aye Robyn Provost-Carlson—Aye Brian DeVries—Aye
Voted unanimously to ask Mr. Sampson to join the meeting.

At 9:10 Chair DeVries returned with Mr. Sampson. It was explained that during this 2019-2020 school year the usage of the space would be a parent-led homeschool co-op. The rental fee of \$1,000.00 per month was agreed upon. Concerns 1-3 listed above were also agreed to. Other conditions of use were:

4. If the Sampsons desired to use any other area of the building, they would request permission from the Select Board and compensate the town for the use.
5. The renters will be responsible for cleaning the space they are using.

6. If phone service is needed, they will use the internet. In case of an emergency, the school phone may be utilized.
7. Hours of use will be approximately 8:00 a.m.—4:00 p.m. which will include 3 mornings (9:00—1:00) of group usage.

Robyn will send the addendum list to Brian who will contact town counsel to finalize the lease with addendum.

The Interim Town Coordinator, Hilma Sumner, was asked to contact the town's insurance company to get details about what should be required for liability insurance from a tenant.

On a motion by Gloria Cronin Fisher, and seconded by Robyn Provost-Carlson, the Board voted unanimously to adjourn the executive session and reconvene in open session.

Gloria Cronin Fisher—Aye Robyn Provost-Carlson—Aye Brian DeVries—Aye

Executive session adjourned at 9:38 p.m.

Respectfully submitted,

Hilma A. Sumner
Interim Town Coordinator