

Meeting Minutes for The Building Use Committee (Final)

December 14, 2020

Virtual meeting called to order at 6:03 p.m.

Members in attendance: Barbara Travers (recording meeting) , Pat McGahan, Susan Gruen, Victoria Burrington, Mary Sumner, Robin Jenkins, Pam Porter, Eileen McVay-Lively, and Lyra Johnson-Fuller (not recording). Kara Leistyna is unable to join us. Others present for meeting: Hilma Sumner, town coordinator, and Robert Gruen, community member.

Barbara introduced herself and went over what to expect and the agenda. We did introductions and an icebreaker.

A permanent chair needs to be voted on: Pam nominated Barbara with a 2nd from Pat. Any discussion? none. She is willing to serve as chair. It was voted unanimously for Barbara to chair committee, with Barbara abstaining from voting.

Minutes taker needs to be voted on next: Lyra is willing to take this on, with Mary offering to be a back-up. Pam nominated Lyra with a 2nd from Robin. Lyra abstained from vote. It was voted unanimously for Lyra to take meeting minutes.

Review of current building use: Thank you to Pat for packet of documents members received via email. Barbara said she is excited and thankful to be chair and wants to learn more about decisions made in Heath historically, and feels clear lines of communication are important. She said it is important to keep all decisions made for the committee at the meetings and not to discuss via email outside of meetings. Public is welcome to attend. Barbara would like to do some research and digging in alignment with committee charge. She is neutral when it comes to the buildings in Heath and her goal is to make a good future for Heath. She opened the floor to other comments. Mary said she's glad for a larger group, we had found out a lot of information within the School Building Use Committee, now we can move forward with promoting Heath and all of its buildings which have so much potential.

Barbara read the committee's policy from the Select Board aloud to review. Susan said she had seen an older building policy from Feb. 2011. We may need to review collection of documents that Pat had put together to update. Pat said it would be easier to have all documents together in one file rather than have six separately. Pat had added community hall to documents and noted changes. Barbara said we should have a charge for each building; we want to be sure we're all looking at the same documents. There was a question: when a file or document is voted on/approved where does it live? Hilma said it lives with the Select Board and is sent to them for final review. Pam asked if the documents the committee had approved earlier had gone into the Select Board's file, Hilma said yes. Pam asked if these docs should be on the town website? Hilma said yes. There's a new town web page with a section for this committee. Susan asked about having the documents. Barbara proposed that Hilma send us what Select Board has on file to make sure we all have the same thing. We can use language from these to help create new documents in the future.

Barbara next asked what the two buildings current uses are in brief terms. The community hall is being used for the nurse's office. 18 Jacobs Rd. is being used as the on-line learning hub Mon. through Fri., the art room is being rented to Tri-Wire, the Foot Clinic for seniors takes place periodically in the cafeteria, the fire dept. office is in a classroom, Tim Lively's office is there, emergency supplies are stored here for EDS, outdoors is a hotspot for internet use.

Barbara asked: what are some of the things that have been missing that used to go on at these buildings before the pandemic? Susan said at the community hall there were the senior art class, brown bag lunch and senior meals, Crafty Ladies group met there, Dining with History, the annual art show, programs such as tai chi, bones & balance class, senior center programs, pancake breakfasts, Halloween party several years ago, square dancing many years ago. Susan also said that there were birthday parties, showers, and funerals at the community hall, Pam pointed out that these and pancake breakfasts/dinners were also held at 18 Jacobs Rd. Lyra mentioned the Parks and Recreation Committee's events at the community hall and park, Pat mentioned the Community Café programs were at both places. Pam mentioned the astronomy nights and other community events (including the well-attended Solstice program) held at Jacobs Rd. Pam said the Branch School (who are renting a classroom at Jacobs Rd.) would like to come back when things are better with the pandemic. Lyra said the children's library at Jacobs Rd. has been open to the public periodically throughout the last few years, (with library programs held there.) Sports, the drama programs with Jonathan Diamond, and summer camps also happened at Jacobs Rd. Mary said several years ago there were sports times in the gym. Elections and town meetings have occurred at both buildings. Pam said that Heath was recently designated as a food desert, so we could possibly apply for a grant to have a co-op in Heath.

Barbara suggested we take time to be thorough and on the same page with the Select Board about rentals: short-term rentals are for this committee to make decisions about, and long-term rentals are for the BOS to decide upon. Covid prevents us from doing much now, but we can plan for the future, to try to bring income in to the town and promote. Pam said we should make sure the kitchen gets used. Barbara said we are going to be working with the Facilities Task Committee at some point.

Next we need to schedule our next meeting, Barbara asked how would we like to do it? Susan suggested we have our next meeting in January, Eileen likes to have a scheduled meeting for the same time each month but is flexible, and prefers not after 6:00. Robin said Monday could work for her. Victoria also would prefer regularly scheduled meetings because of her work schedule. Lyra said Mondays could work, please keep to an hour and a half, not after 6:00. Barbara said she will email a poll about the next meeting date & time.

Barbara asked if we should schedule visits to town sites. No members felt they need to, we've all been to both buildings.

Barbara asked if there were any public comments. Bob Gruen didn't have any. She said she received an email saying that the Board of Health is working with Jonathan Diamond about his application to do another theater Program at Jacobs Rd.

Barbara said that the Select Board would like us to conduct a town-wide survey that FRCOG can help with later on. Pam said that she's been in conversation with Amy Shapiro about getting the kitchen running. Jessica Atwood at FRCOG can help us tweak surveys; there are three kinds of surveys.

Barbara will put out a call for agenda subjects for the next meeting. Pam said the former committee has suggestions for the next agenda. Susan asked how one gets the recordings of meetings so she can give it to Kara. Hilma said recordings are not official records so they may be shared how we want to. Pam said we'll post the approved minutes on the town website. Mary said we have some unapproved draft minutes from the School Building Use Committee. Barbara asked how the committee felt about sharing/recording meetings. Barbara said no, Pam no, Susan yes, Mary either way, maybe we'll record if we know someone won't be here. Barbara asked if that sounded okay: All members raised hand icons in agreement to record when a member isn't able to join the meeting. Barbara said it will be a big file that's hard to send.

Susan made a motion to adjourn, Robin 2nd it.

It was voted unanimously to adjourn at 7:38 p.m.

Respectfully Submitted,

Lyra Johnson-Fuller