

Building Use Committee Meeting Minutes (unapproved)

April 26, 2021

Virtual meeting called to order at 5:33 p.m.

Members in attendance: Pamela Porter, Pat McGahan (recording), Mary Sumner, Lyra Johnson-Fuller, Barbara Travers, Eileen McVay-Lively (member ex-officio), with Hilma Sumner also in attendance.

Review of minutes from April 12 meeting: Pam noted that it was her who suggested the flat day rate to Jonathan Diamond. Pam moved to vote to approve minutes as amended, Pat seconded. All in favor of approving minutes, with Lyra abstaining from vote.

Review of new requests to use Heath buildings: Brown Bag lunch at the senior center downstairs at Community Hall on May 6th, 11:00-2:00. Discussion: Eileen said a group of 6 is expected for much needed socialization, and there is a new ventilation system in place. Pam asked about having a COVID protocol in writing for event for sanitizing plans, mask wearing, etc. Suggested we have universal protocol for all rentals/building use. Hilma noted that each building/space has a unique component to it, for example mask wearing in situations where people are eating. Lyra suggested eating outdoors in good weather for brown bag lunch. Pat made motion, with Barbara seconding to approve Brown Bag lunch date, pending the Select Board's approval. Discussion: Pam would like to have Board of Health review plan, have written COVID safety protocol for this event. Eileen noted that the state has provided the equipment for ventilation; it has been approved by the state for the benefit of seniors. Hilma's understanding is that a person applying for building use would have a written protocol for each of the groups to review (our committee, BOS, & BOH). There must be a standard procedure that is the same for everyone applying. Applications must be complete before ready to be reviewed. Barbara was apologetic that we didn't know this. Pat amended her motion to vote to approve request, adding to it that we'll vote to approve event pending a protocol for safe use and approval of BOS. It was seconded by Mary. All voted in favor.

Foot Clinic Request for May 18 & 19 at the Community Hall senior center: Pat made the motion to approve, Barbara seconded. Discussion: Eileen noted there will be the same protocol in place as it was at 18 Jacobs Rd. for the foot clinic, which had been approved prior by the Select board. Mary noted we are only approving the dates, time, & location. Pat amended motion to approve to include safety protocol which Eileen will submit. Mary seconded. All voted in favor of approval.

Senior Art Program: starting May 3, once a week, 1:00-4:00. Pat made motion to approve, Mary seconded. Eileen noted they will be outside unless inclement weather. The question was raised

as to whether Community Hall was open yet officially. Tim is working on cleaning per Robyn Provost. The motion was amended to include pending if building is open and there was safety protocol presented. All voted in favor of approval.

Weaving Class: It was found out that insurance is not needed for this class. Pam recommends/makes motion that we approve request pending building open and safety protocol. Seconded by Mary. All voted to approve for May 9th.

Review of Jonathan Diamond's proposal: Pam discussed with Jon access to 18 Jacobs Rd. for staff to be able to get materials, etc., and to have access to building for two possible evening dates going until midnight involving older teens. 18 Jacobs would be a back-up location for evening programs in case of rain. Would flat rate be okay to include these 2 evenings? Or should it be blocks? Flat rate sounds good. Pam made motion to approve flat rate for Jonathan and his staff to be allowed access to building during program dates, and to add the two evenings for teens into the agreement. It was seconded. Everything else remains the same in agreement. Pam will write document for review. Barbara can sign document via email. All voted in favor.

Update from Barbara: Tim L. is working on the task list, Robyn P. would like committee to hold off on our list until Tim's is done. Eileen gave updates on her task list for the senior center. She was able to move out several items and make great progress. The COA has supplies they need to look at.

18 Jacobs Rd. inventory: This is now in the hands of the BOS. Hilma noted that they will have more time to review after the ATM. There useful things there. Need to make sure this list is shared with all town departments, including the library.

It was brought up that municipal usage of buildings needs to take priority when approving requests. Mary noted committee meetings are hard to get approval for at our meetings in time for them to be able to occur on posted dates, stream-lining would be good. Our job is to get the municipal meeting dates/times on the calendar when notified. It is important to have a COVID protocol that covers everything to speed process up. Pam has worked on state guidelines/protocols with Hilma before, can help with that. We will look at municipal use more at the next meeting.

Pat made motion to adjourn, Pam seconded. All voted in favor to adjourn at 7:01.

Respectfully submitted by Lyra Johnson-Fuller