BUC Meeting Minutes (Approved)

November 1, 2021 at the Community Hall

Members present: Susan Gruen, Mary Sumner, Lyra Johnson-Fuller, Pam Porter, & Pat McGahan. Robin Jenkins joined us at 5:30. Victoria Burrington was absent.

Oct. 4 minutes corrections: were noted by Lyra. A motion was entertained to approve minutes as amended, Pat moved, Lyra seconded. All in voted in favor, with Mary abstaining from vote since she was absent.

Oct. 18th corrections: were noted by Mary. A motion was entertained to approve minutes as amended; Pat moved, Susan seconded. All voted in favor, with Lyra abstaining from vote since she was absent.

The financial report has not been received yet, Mary can have it for next meeting.

Tri-wire has not yet announced that they are ending rental of room at 18 Jacobs Rd.

New rentals: The BUC was asked to hold the cafeteria at 18 Jacobs Nov. 15, from 6:00-8:30 for the Heath Agriculture Society’s meeting. They would prefer to pay $30 for the rental. A motion was entertained to hold this date for them, Pat moved, Mary seconded. All voted to approve. Librarian Kate Barrows is having a Kimchi cooking demonstration at the Jacobs Rd. kitchen/café in November. There’s a 20 person limit to how many will attend, people will just watch and not taste/cook. At this point there is no indoor eating or food events for municipal sponsored events, and masks are required. Private event renters might be able to choose whether they allow eating indoors at their event, we will ask BOH and Randy Crochier to clarify. Briefly discussed library up-coming programs.

Jayne Dane representing the Historical Society Commission has written a letter saying they’d like to sponsor Dining with History and next year’s Heath Art Show. Those seeking sponsorship should go to the appropriate committee (that is in alignment with their charge) to ask for sponsorship.

Pam had a conversation with Randy Crochier regarding ventilation in the Community Hall. He said there are no state standards for buildings except for schools, and that he is not an expert on ventilation. For renters/users of the space, we will need to notify them that there’s not ventilation built in, but that there is air filtrating equipment downstairs, and we can open the door. Pat will ask Hilma about BOS purchasing air filtration for upstairs at Community Hall. New heating system will provide ventilation once it’s replaced. Mary noted we have in our policy that we can’t leave doors open-don’t want to void our insurance (at 18 Jacobs). Per Susan it is $1800 to replace one window upstairs. Let’s ask BOS/fire chief about propping doors open. There are no state limits on capacity. Lyra asked about Library policies.

Jacobs Rd. kitchen updates: Pam & Mary have been cleaning and assessing equipment, and organized the two closets. Pam found directions to convection oven. There are sample kitchen users’ guides that we can use on-line. Pat has list of what we need for permits from a website. Mary and Pam will continue work on this, and will maybe run it by someone like Alice Lee to see if it seems manageable. Hilma is looking into a phone for the kitchen, Tim Lively will look into repairing the 3 door fridge. Mary hasn’t heard back from the caterer about the refund, in process. We should fill the freezers with water jugs. The blueberry farm folks may rent freezer space next year.

We went over Susan’s draft of explanation of sponsorship for those applying for use: Discussed changes, Susan noted. Will this be an internal document or in our policy? Pam: let’s ask BOS if we’re on the same page for the next step. Pam is writing draft for Heath Herald. This document is part of a whole, Pam wants to clarify. Sponsored events such as library program, or grassroots organizations can request building use. Sponsorship explanation-Make it easy and clear as possible, where people can go for sponsorship. Put on agenda for next BOS meeting. Pat would like to ensure Art Show is taken care of without angst. Mary in favor of draft, let’s not vote yet until talk to BOS and gain approval. Pam will get this into the Feb./March 2022 issue of the Herald, needs to be edited now.

Community Hall action plan to get rid of stove: Hilma will take care of asking. Pat can possibly put on Craig’s list to gain money for town, worth money. Discussion about fridge at C.H. Heat pump system is under clean energy commission. The drainage outside the senior center entrance may be an issue, it gets icy, folks could slip and fall. Handicap parking place clearly marked. Ansul system will be fixed. We can think of the C.H. kitchen as our community kitchen, and Jacobs Rd. could be more of a commercial kitchen for products. Susan said Randy still has a bunch of equipment if needed. Equipment in C.H. kitchen was in the past not available for public use, COA is in charge of. Folks can use space but never had touched anything in cupboards. Need to clarify, assess what might be needed, take stock. Pam will talk to Victoria.

Pam noted on the town website the request for use was condensed which makes it clearer.

Jacobs kitchen website updates from Pat & Lyra. We will send link to committee.

Next meeting dates: Nov. 15th, 5:00 at 18 Jacobs Rd. Room 118 is being used by COA. Last meeting of the year will be Dec. 6th at the Community Hall.

For next meeting: we will discuss security deposits. Susan’s priority is the community hall re-opening. Mary will find any other topics she had in mind. Pam reminded us to make sure to not discuss via email.

A motion was entertained to end the meeting, was moved and seconded. All voted in favor.

Adjourned at 6:52 p.m.

Respectfully submitted by Lyra Johnson-Fuller