

Town of Heath  
Heath Building Use Committee  
APPROVED Meeting Minutes  
November 27, 2023, at 5:00 PM

Join Zoom Meeting  
<https://us02web.zoom.us/j/81415990439?pwd=eWlvd3VLWGsvRDRzREN1SWNSNjc5UT09>

Meeting ID: 814 1599 0439  
Passcode: 944374

In Attendance: Pam Porter, Lyra Johnson-Fuller, Alice Thompson, Susan Gruen  
Select Board Representative: Elissa Viarengo

Discuss and vote on proposed kitchen use fee schedule.  
A review of the rates discussed.

- Susan suggested eliminating the 4-hour discounted rate of \$90 leaving the following formula.
  - Hourly rate \$30
  - 8 hourly / daily rate \$180 (which is a 25% from the hourly rate)
- Alice continued the review with the rest of the formula.
  - Weekly would be up to 4 days, \$550 (which is roughly 25% from the daily rate)
  - More than 4 days would be the weekly rate of \$180 + the hourly / daily / weekly rate, minus a 25% discount.
- Susan corrected the math on the weekly rate. It should be \$540 not \$550. The correct math is:  $\$180 \times 4 = \$720 - 25\% (\$180) = \$540$ .
- The monthly rate would be the number of weeks and days and follow the formula.
- Elissa shared that she spoke with a caterer friend of hers in Greenfield who rents kitchen space, and his feedback was that the numbers are way too high. The average price he was quoted after reaching out to 4 different kitchens was \$60 a day. Alice agreed the prices were too high but was trying to work with the previous rates that were set.
- Pam remarked that if we went to \$60 a day for a caterer that is less than what we rent to our residents for private events.
- The conclusion was that we need to do more research and we are not ready to vote on this fee schedule. Pam suggested we need to revisit the idea that residential and commercial rates should be different.
- There was discussion about whether \$60 a day would cover the utility expenses. The extra expenses would be running the stove, dishwasher, refrigerator, and freezer.

Next Meeting

- Pam will email out some potential dates for our next meeting, most likely in January.

Adjournment

- Alice made a motion to adjourn the meeting at 5.30 pm, Susan seconded the motion. All were in favor.

*Minutes taken by Elissa Viarengo*