

## Minutes

### Town of Heath Facilities Task Force

9/20/19

The meeting was called to order at 2:07. Present were Dena Briggs, Will Emmet, Bill Gran, Jim Cerone and Sue Lively. Margaret Freeman was in the audience.

- Minutes were approved as presented by unanimous vote.
- Will reported on our submission to Heath Town Talk. A brief article was submitted and printed in the Sept 17 edition.
- Sue presented the results of her initial surveys with Fire, Police, Highway Chiefs and Tim Lively as Manager of the Municipal buildings. Tim also passed along some photos of damage he referred to in his report, a past bid on water management for Sawyer Hall, and a past bid on replacement windows for the Community Hall. These were reviewed and discussed. These written reports are included in the Secretary's records.
- Jim shared a spread sheet he was working on for Sawyer and Community Hall to summarize identified needs in prior reports and track what has been accomplished. Dena questioned how, as we move forward, we should handle recommendations that have been made repeatedly and have not been accomplished. Inaction could be for many reasons, and it was decided that we would still include such items in our report if they were still identified as important. An example was the recommendation to create a permanent Facilities Committee to oversee the daily use and maintenance of all municipal buildings.
- Bill reported he had received 8 surveys back so far. They all cited space and privacy as concerns. He will follow up with interviews as needed.
- Jim attended a Library Trustees meeting. They reviewed the history of attempts to address library needs. Lack of space and storage are the most notable issues. If they continue in the same space there will need to be a significant reduction in the stacks. The Friends of the Library has about \$50,000 to be used toward library needs. The Library has a small budget but fortunately does not need to pay heat or electrical bills since they are in a town building. Although not opposed to relocating, they did express concern about isolation if they were the only ones moved.
- Jim noted that the energy audit in 2017 showed the Community Hall to have a notably higher consumption rate even though it is the least frequently used.
- The question was raised if we should plan a joint meeting with the Energy Committee. It was decided that it was too early in our process for that step.
- Bill and Sue will attend the Select Board meeting on Sept 24. Others will if time allows.
- Dena will attend the MMA meeting in Amherst on October 5.
- It was decided to plan a walkthrough of the Community and Sawyer Halls for our next meeting.

- New action items
  - Dena will report back on MMA meeting.
  - Bill and Sue will report back on Select Board meeting.
  - Jim thinks there was a plan drawn up for the Fire Station and Highway Department at their current location. He will research this.
  - Bill will make a spread sheet with the results of the surveys he has collected. He will conduct personal interviews as needed.
  - Sue will check with Nick on the impacts of relocating the Fire Station, and regarding a report on any fire issues in the Community and Sawyer Hall.
  - Will plans to contact Lyra regarding the current usage of the School library.
  - Will and Jim will continue work on the spread sheets for Community and Sawyer Halls.
  - Sue will contact Tim to see if he might be available to lead the walkthrough.
- The next meeting will be October 9, 2019 at Sawyer Hall at 6:00.
- The meeting adjourned at 4:02.