

## Minutes

### Town of Heath Facilities Task Force

11/18/19

- The meeting was called to order at 6:05. Members present were Dena Briggs, Bill Gran, Jim Cerone, and Sue Lively. Will Emmet was absent. There was no audience.
- Minutes from 11/13/19 were accepted as printed.
- We reviewed the completed repair lists with Jim. We identified several repairs that need immediate attention. These will be highlighted in red in the report to the Select Board. Jim will prepare the info and get it to Hilma to be sent out prior to the meeting on Dec 3<sup>rd</sup>. Jim will attend the meeting to answer any questions from the Board.
- We reviewed information sent in by Will on the former school site. Jim will follow up on some questions raised on the former schools repair list. He will try to get this ready for submission to the Select Board as well.
- A question was raised regarding grant possibilities for the Salt shed. No action was taken.
- We reviewed the survey that Dena had drafted. The Task Force was interested in continuing to pursue this. It was decided to shorten it to questions 11 through 27 as shown in her draft. Sue will work on a second draft. We also discussed issues regarding distribution, such as mailings, postcards, electronic availability. We will need to bring a final draft to the Select Board before we can move forward.
- Bill handed out the financial analysis on the Highway and Fire Department.
- A discussion was held on determining the capacity of Community Hall. Jim knows how to do this. Bill will get the measurements for us to use next time.
- The remainder of the meeting was spent brainstorming ideas for space utilization. First we brainstormed basic requirements that any plan would have to meet. We also created a list of offices that need space. We will first focus on the two extremes, everything stays in Heath Center or everything moves to 18 Jacobs Rd. We were able to spend some time on the Heath Center option. We'll continue work on this at our next meeting. Dena will type up the results from this week's brainstorming session.
- Action items
  - Bill will get measurements from Community Hall
  - Sue will work on survey
  - Jim will work on final copies of the repair list for the Select Board
  - Dena will write up the brainstorming information
- The next meeting will be at 6:00 on Thursday December 5, 2019 at 18 Jacobs Rd.
- The meeting was adjourned at 8:36.