

Minutes

Town of Heath Facilities Task Force

3/25/2020

- This meeting was done through a conference call. The meeting was called to order at 6:04. Dena Briggs, Jim Cerone, Will Emmet and Sue Lively were present. There was no audience.
- Minutes from March 5 and March 10 were accepted as written.
- We reviewed the comments and question from our joint meeting with the Select Board. Many items were answered during the meeting. The Select Board has not given us a further list of questions at this time. Below is a list of items that we are continuing work on.
 - Gloria's request for number of people using the buildings-Sue reported that she had tried to find a way to accomplish this but there were too many variables to make it meaningful. It was decided that these numbers would not be pertinent to our work for operational costs.
 - We now have the all-in numbers for Tim and for the Post Office to add to our report.
 - Question regarding impact of keeping all buildings in use-Sue put together a possible plan for the task force to consider. This would be a financial challenge for the town. Hiring a building manager would be a must. It was decided not to develop this further. An intermediate plan could be developed later if needed.
 - Plan for unused space-We have stated that unused space can be sold, leased or rented. We don't believe that it is part of our current assignment to define this further.
 - Current replacement costs of buildings- Gloria stated that these have been updated and might change the insurance costs. At this time we have not seen these numbers. It did raise a question of what we are required to have for insurance. Must we insure for full replacement value? Can we adjust our deductible to decrease premiums?
- We reviewed the gaps noted in our report on page 3. We will continue to work on these.
- Jim contacted Sandris regarding mini-splits. They noted that mini splits will create oil savings but increase electrical costs. Savings will be minimal unless coupled with solar installations.
- Jim raised a question about the need for air conditioning if Jacobs Rd is being used year round.
- Jim will do further research on savings from LED lighting at Jacobs Rd.
- Dena will do more work on maintenance and try to create a separate line for reactionary maintenance.
- Sue suggested we might want to include a separate section on energy saving measures in our report since the information we have is very generalized.
- We reviewed the financial information to present to Fin Com. Dena will make recommended changes. Communications is being left in for now but noted that it is not to be included in the building costs. Jim will check on insurance with Alice. Ned contacted Dena to arrange a joint meeting to review the numbers in our soft report. He suggested April 2 at 6:00. Poor connections are making conference calls difficult. It was decided to send the current numbers to the Fin Com and ask them to create a list of questions and comments to pass on to us. Dena will sit in on their meeting and we will review this information at our next meeting.

- At a future meeting we will need to consider how we will do up plans with cost projections and SWOT.
- In our research we have discovered some financial obligations that we had questions about. We have no recommendations but feel they are matters that deserve conscious decisions. Does a local post office continue to be a priority for Heath? What is the best way to get summer mowing done in the Center? Do we need to continue to have a pay phone in the Center?
- The next meeting is scheduled for April 9 at 6:00, location to be determined based on restrictions in place due to Covid 19
- The meeting was adjourned at 7:58.