

Building and Facilities Committee

Minutes of 5-6-21; Zoom

Members Present: Bowers, Beasley, Cross, Hoglund, Sherman; Absent: Cannon, Cardillo, Bianchi

The meeting was called to order at 6:30 p.m. The roll was called, and each member present stated that no one else was in the room with that member.

1. *Approval of Minutes*

The minutes of the previous meeting of April 22, 2021, were reviewed by the Committee and were then approved unanimously.

2. *Reports*

The Chair reported on the Citizens Advisory Committee meeting of May 1, 2021. He then reported on his conversation with Justin Garzia, Chair, New London Recreation Commission, updating him on the current status of the Rec. Comm. activities and discussions with the Outing Club on the possibility of shared activities and space. There will be a public Budget Committee hearing on the budget tonight at 7:00 p.m. (May 6, 2021). Town meeting will be at the Historical Society grounds on Wed., June 9, with voting on Tuesday, June 8. There is a Bike-Walk Coalition survey that is available at the Town website and will be included in the next issue of *Municipal Matters*.

Mr. Beasley reported on the Selectmen's meeting of May 3, 2021, regarding the Whipple Subcommittee work.

Mr. Hoglund reported on the visit, on May 4, 2021, to the Walpole, Mass. transfer station. They hope to also take a look at Claremont's operation in the near future.

Mr. Sherman reported that the Whipple Subcommittee is hoping to pull together a report of their work to date.

3. *Old Business*

The Chair introduced for discussion the topic of finalizing the information the Committee wishes to include in the Priorities Report pertaining to the Academy Building, and to the Emergency Management Committee (EMC) request for office space, and a solution to any storage needs the EMC has related to the Academy Building; as well as other office space use that may be accommodated at the Academy Building. The size of the office space currently being used for EMC storage, and some file cabinets, is approximately 170 sq. ft., measured by the floor plans provided. Any final allocation of office space would be the province of the Administrator/Selectmen, but an office that size would meet the requests of the EMC for an office space of approximately 100 sq. ft., with room for other/shared use. Louis Botta has stated to this Committee that the office space would be needed approximately three days per week, for a period of about two hours each time. That would allow use by the Welfare Officer if needed or appropriate, the Health Officer, and other committees, etc. as noted by the Administrator as needing some office capability. It would simply require coordination on times

for each use so as to not overlap. Were the Welfare and Health officers to use that space, the space they currently occupy (approximately 100 sq. ft.) could be used for other purposes, including temporary storage or file cabinets. If need be, the storage of EMC materials now housed at the Academy Building will be included the discussions of the Committee related to storage issues generally. There was also discussion regarding the Archives and digitization of records that might reduce its need for space.

The Chair then discussed future meetings, and it was decided to take up the issue of storage for all departments at the next meeting, May 13, 2021; and transfer station and other DPW issues at the following two meetings, May 20, and May 27, 2021. Phil Sherman suggested that the Committee invite the Solid Waste Management Committee to the meeting on May 20, to hear from them on the background of the Sanborn Head Report. The Chair will contact the Solid Waste Committee to ask if they can do so.

Action Items

(from 4-1-21)

A. Peter Høglund to discuss with Bob Harrington his thoughts on needs and solutions related to the DPW/transfer station, and to gather the relevant information and facts for future discussions with Mr. Harrington and the Committee. **In process.**

(4-15-21)

B. Peter Høglund to confer with Bob Harrington, Mike Williams, and Phil Sherman to establish meetings and discussions to analyze facilities software issues. **In process.**

(4-22-21)

C. Chair to contact Selectmen re retention policy, and Rec. Commission re storage needs.

(present)

D. Chair to invite Solid Waste Management Committee to meet with this Committee on May 20, 2021.

E. Colin Beasley to add the conclusions of the Committee regarding the Academy Building/EMC space to the draft priorities report.

The next meeting will be on Thursday, May 13, 2021, at 6:30 p.m.

The meeting adjourned by unanimous consent at 7:22 p.m.

Respectfully submitted,

Robert Bowers, Chair