

**Facility Assessment & Advisory Committee Minutes**  
**Monday May 1, 2023**  
**Approved August 21,**  
**2023**

In attendance: Gary Anderson (Chair), Paul Dallaire, Charlotte Fyfe, Eric Danis, Barbara Draper.

Minutes: Meeting was called to order at 4:46 PM by Gary Anderson.

Eric motioned to accept the 4/17/23 minutes.

Paul 2<sup>nd</sup>, Passed.

There was a lot of discussion on the old town office and SAU office. There is no conference room or meeting room. The entire building should have had a plan for renovation before the SAU office was done. It seems structurally sound. There are grants available for this kind of historic building renovation.

Gary presented a rough draft of bullet points for the final report.

Much discussion on report details and how to present it.

It was suggested that a committee for the town be in charge of instituting the Facility Assessment Boards recommendations.

Thoughts were presented that the Selectmen should lead.

List all issues in the report in Section #1

List priorities in Section #2

Have a Summary include how to go about executing the plan.

Paul will be working on it. Board members to contact Paul for input.

Make an area a top priority like the back of the town hall. Fix ADA issues

Make a list of easily solved issues and take action to solve those issues.

The next meeting on 6/12/23 to finalize the report.

Eric motioned to adjourn at 5:46

Charlotte 2<sup>nd</sup>, Passed.

Submitted by:

Eric Danis

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