

Belmont Town Facility Strategy Committee Meeting – August 4, 2017

Attendees: Tom Garfield, Donna Hepp, Carmen Lorentz, Pret Tuthill, Sonny Patten, Woody Fogg and Ron Mitchell

Next proposed meeting: Tuesday, August 22 at 6pm Corner Mtg House 1st Flr

Meeting Notes:

The four Committee members were joined by Selectman Patten, and Resource Group members Woody Fogg and Ron Mitchell. Town employee ,Allen led the tour.

Town Building Tour – Toured Town Hall, Police Department, Bank/PO Building and Belmont Mill to give Committee members a better understanding of current use of facilities, condition and some issues for staff including limited space, especially space for storing Town records and Police reports and evidence. We learned some types of town records must be retained in hard copy form permanently and police records/evidence must be retained permanently or for long term. Concerns about public and employee safety related to police dispatch room, interview room, and dedicated access for people in police custody or family members. Chief Mark Lewandoski led the tour through the Police Department. Ron Mitchell offered information about the Police Department building and indicated the foundation could support a second story. Use of vacant space for storage in Bank and Mill buildings.

Information on Other Town Buildings – The Committee did not visit all Town buildings due to time constraints. Since Committee members were familiar with the Corner Meeting House, we concentrated on four of the major Town buildings in the Village. Donna indicated that she would gather further information about the Library, Fire Department and Public Works buildings and share it with Committee members prior to our next meeting.

Committee Role/Purpose – There was a brief discussion about the draft Committee charter. Several suggestions were offered to simplify the draft indicating that rather than electing officers, we could operate with a facilitator. Committee members agreed to send their comments to Donna to update the draft and share for final review.

Resource Group – The Committee will continue to reach out to others to serve as resources. Donna indicated that she would invite Bob Ferguson, who served on the 2013 Property Assessment Committee to join us for the next meeting to share insights about Town buildings from that study. Donna also indicated that Paul Merski, an architect from Enfield involved in successful restorations of a number of historic buildings including the Belknap Mill is originally from Belmont and might be willing to meet with us.

Old Home Day Outreach – We briefly discussed community outreach during Old Home Day. A space has been reserved for our Committee information table from 9-2pm. Donna will set up the table and work with others on a schedule to cover the time. The focus is primarily to let folks know what we're working on and to listen to their suggestions and develop a contact list for future information. Donna will forward a draft press release regarding Old Home Day outreach to the Committee and sample “talking points” to share Old Home Day.

Next Steps – During our next meeting, we can talk further about the building tour, talk ask Bob Ferguson about the prior Committee's findings (if he's available), review information regarding the Library, Fire Dept and Public

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