

## **West Newbury Community Center Committee**

### **Meeting Minutes**

**September 18, 2017**

Meeting called to order by Chairperson Vanessa Graham at 7:00 P.M.

Attendees: Vanessa Graham, Susan Babb, Marge Peterson, Mary Harada, Joel Grossman, Dick Cushman, Noah Elias-Guy, and Peggie Poore Administrative Assistant.

Treasurer's Report was accepted as submitted.

Secretary Report Motion by Susan Babb and seconded by Joel Grossman to accepted report. Passed.

The Annex - A copy of the Easement Agreement, plot plan, and sketch of the annex was presented for discussion. Numerous changes/renovations would be needed. The committee would be responsible for those. If the cost of the project would exceed 30 % of the assessed value, that would trigger different laws that would affect what would be grandfathered in. Vanessa will contact Meredith Stone (town Assessor) to see if there is an assessed value for the Annex. If that is not available, we would see about having an appraisal done.

Usage report was revised to show the different rooms and sizes and the possible utilization of each. A suggestion was made that Ann Bardeen from the Planning Board might be able to aid with dividing the space to obtain the utilization.

An audio engineer would need to be consulted. Concerns regarding the pipes that are under the floor were mentioned. It was suggested we invite Gary Bill to the next meeting to address these concerns.

Site Update - Susan Babb made the site visit to Townsend and presented a detailed report (copy attached.) What she brought back from the Directors was that planning is key to making it work. Also "growth" needs to be kept in mind during the entire process, and the needs of the different populations need to be kept in mind.

Fundraising - It is time to start researching and seeking out different Grants and funding sources that may be available to us.

Marge inquired about the duties of the Administrative Assistant.

New Business & Next Steps - Report for the Annual Town Report is due on November 1. This will be for FY 17. Vanessa will work on this. "time line" as topics that need to be addressed. This will be on the agenda for the next meeting.

There was no Public Comment

Next meeting October 23, 2017, 6 P.M.

Meeting adjourned 7:00 P.M.