

Decas Steering Committee Meeting Minutes

Wednesday, May 11th, 2022, via Zoom Remote Meeting

I. Call to order

Diane Kenney called the meeting to order at 7:00 PM.

II. Roll Call

Members attending:

- a) Diane Kenney
- b) Jonathan Dallmeyer
- c) Tracie Williams
- d) Charles Klueber

III. Discussion with parties interested in the Decas Project

No parties present

IV. Committee Member Announcements, Comments and Updates

Jon mentions he's received some computers from Court Street Animal Hospital that were donated with the intent to be used in the computer labs. Currently assessing the condition and determining what is working and what is junk. Tracie suggests writing a thank you letter to Court Street for the donation. Diane discusses the Public Safety Committee interest in Decas and why it works for police and EMT but not for the Fire dept. Architects for that committee are currently touring the building.

V. Informal/working group updates

Jon briefed the committee on the results of the meeting on 5/10/2022 with Town Administrator Derek Sullivan. Discussed potential of issuing RFPs for both lease interest and solar canopy installation. Derek was not concerned about personally identifiable information on community surveys if survey results are don't collect names/addresses/etc and results are presented in aggregated form.

Dan from the WRA clarified that the RFIs discussed in previous meetings would be unnecessary given the existing letters of interest.

VI. Organizing Tours/Meetings with other towns

Jon told the committee that a few other nearby towns have done similar things and he wants to organize a tour/meeting with the administration to learn how it was done, what can be taken away, and what should be considered. Asked the committee who would be interested in attending these tours.

Interested parties:

1. Missy
2. Diane
3. Jim
4. Nadia
5. Leslie

VII. Approval of Minutes

Jon motions to approve 05/04/2022 minutes, Charles seconded.

Vote 4-0-0 to approve

Charles motions to approve 04/13/2022 minutes, Jon seconded.

Vote 4-0-0 to approve

Jon motions to approve 04/13/2022 minutes, Charles seconded.

Vote 4-0-0 to approve

Jon motions to approve 04/07/2022 minutes, Charles seconded.

Vote 4-0-0 to approve

Jon motions to approve 04/23/2022 minutes after fixing the header date from Wed to Sat, Diane seconded.

Vote 4-0-0 to approve as amended

VIII. Survey Questions

Jon presents outline of survey questions to committee. Since some members were missing, committee decided to continue to next meeting.

Jon motions to continue to next meeting, Diane seconded.

Vote 4-0-0 to continue to next meeting.

IX. Jones Payne Update

Nadia is looking for MSBA information from School Department to develop room-use plans. Diane has requested info from department and will provide when it is available. Nadia presented drafts of room data sheets that explain what each room could be used for along with size, outlets, fixtures, etc.

X. Adjournment

Charles motioned to adjourn meeting at 7:50 PM. Diane seconded.

Vote 6-0-0 to adjourn meeting

Facilitator Name

Minutes submitted by:  Jonathan Dallmeyer, Clerk

Date submitted to Town Clerk:  7/7/22

Referenced documents:

Proposed Survey Questions.docx