

## **Minutes: Buildings and Facilities Committee**

(former Civic Center Committee)

Wednesday, Feb. 14, 2024

Alumni Hall, Second Floor Conference Room

Attendees: Charlie Atwood; Burnie Allen; Paula Dolan; Art Dessureau; Brent Gagne; Rick Dente; Jon Valsangiacomo; Sue Higby

Others in Attendance: Jeff Bergeron; Jim McWilliam; Brad Herring; Mike Squire; Josh Piascia; and Ed Rouse attended on-line.

Minutes for the February 14, 2024, meeting prepared by Sue Higby

The meeting was called to order by Chair Atwood at 8:04AM.

1. Minutes for the Jan. 10, 2023 meeting were reviewed. The minutes were approved, with a motion by Burnie Allen and affirmed by others.
2. The Committee was introduced to Brad Herring and Mike Squire, representatives from the recent Gun Show during Visitors/Communications. The discussion focused on what went well, and potential future issues associated with the event. There were approximately 3,400 total attendees over the 2-day event and around 48 vendors.

**-Future work:** While the group rents the BOR/Hockey space to have more parking, parking remains an issue. They have not used a shuttle yet and are open to the idea, though they would need assistance. They have attempted a “parking service” using High School drivers and this was not considered a successful approach. The kitchen had limited hot water, which created some problems with clean up. They are considering whether to hire out concessions in the future and keep the food simple. The restrooms need some updates. The next show takes place Feb. 8 & 9, 2025.

Josh Piascia attended and spoke briefly during the Visitors and Communications part of the meeting. He is interested in being considered for membership on the Committee. He has lived in Barre for approximately 14 years, is a sales representative for Sherwin Williams (Barre/Montpelier), he formerly was a member of the Rotary Club. Josh was informed briefly about the process for becoming a member of various Committees in Barre City and told he could attend meetings to find out more.

3. Earmark Funds planning

Jeff reported that members the Senate Government Opps Committee came to Barre City for a post flood visit. The City Manager showed the group the AUD and attendees agreed that the AUD needs some “love.” According to Jeff, they mentioned they will help to identify potential sources for making the matching requirement for the Earmark Funds. They asked about the Norwich University. It was suggested that Jeff discuss with the City Manager the potential for identifying and using a consultant to assist with this aspect.

#### 4. Open Discussion

- BOR Turf: Jeff and Charlie will look at the issues related to dividing the floor of the space. The new turf will be placed on April 1. (NOTE: While the turf can be used with heavy weights/equipment, the upcoming car show was scheduled to precede the placement of the turf and it will take place on March 30.) Apparently, a special floor sweeper will need to be purchased (at a cost of approx. \$9,000). Specialized equipment, like nets, will be ordered by Stephanie.

- Email addresses: Charlie noted that some Committee members decide to have a specific email address in order to manage City vs. private emails. This issue could possibly come up if there was a lawsuit that required email histories from Committee members. The City sponsors emails for the Council; the City would not be doing this for Committee members. It was left to the individual members to make a decision about this.

On the email topic, Sue mentioned that the mass-email that is generated by Jim could use the BCC function to maintain email address privacy; in addition, she mentioned that email services could be considered.

- 9<sup>th</sup> Committee Member – A brief discussion took place on the paperwork requirement and timing for applications for an additional Committee member.
- Revenue & Expenditures: Sue requested that we set a date for reviewing Revenue & Expenditures for the Facilities. To the best degree possible, the Expenditures should identify the percentage of staff member time used for the buildings on the hill vs. other work priorities of the City.

**Future work:** Jeff will work with Dawn to provide a summary of Revenue & Expenditures for the next Committee Meeting (*tentatively set for Wed., March 6*).

#### 5. Staff Report - Marketing

Jim McWilliam described very strong sales for banners (there is a waiting list). In addition, he described that the Winter Solstice HS event would involve more teams and that the schedule would likely change to occur on the first weekend in January instead of the weekend before the Christmas holiday.

#### 6. Staff Report – Facilities

Jeff Bergeron described that the AUD was being used for pickleball and basketball in the evenings. He noted that there would be voting in May and in March at the AUD. The March date coincides the Basketball Tournaments and created a good deal of work. Sue questioned whether it would be possible to move the voting to the school gymnasium for the school vote in March; Jeff has raised this concern, too. According to Jeff, ice rentals at the BOR are going well, and the Rotary Club is running concessions.

The meeting adjourned at 9:20AM.