

**N.S. PUBLIC FACILITIES ADVISORY TASK FORCE (PFATF) MINUTES
THURSDAY August 22, 13, 6:00 PM St. Paul Street Fire Station**

The meeting was called to order at 6:00pm by Acting Chair John Flaherty

ROLL CALL: Present were Town Administrator Paulette Hamilton, John Flaherty, John Winkleman, William Jühr, Art Bassett, Jeff Harris, Michael Johnson, Ken Thompson, John Zambarano, Sean Rousseau and Brian Vanhouwe

NEW BUSINESS:

Organization and Election of Officers

Motion was made to elect a Chair, John Flaherty Acting Chair was nominated by Mr. Johnson which was seconded by Mr. Bassett, there was a call made for other nominations by Mr. Flaherty hearing no others a vote was called, Mr. Flaherty was unanimously elected.

Motion was made to elect a Secretary, Sean Rousseau was nominated by Mr. Winkleman which was seconded by Mr. Bassett, there was a call made for other nominations by Mr. Flaherty hearing no others a vote was called, Mr. Rousseau was unanimously elected.

The election of a Vice-Chair was postponed until the next meeting.

Review of any new data regarding facilities/ properties

There were no reports on the status of plans or proposals for any

properties. There was discussion that William Connell of the School Committee was continuing to collect data. It was recommended by Chair Flaherty that School Committee participation be increased and to that end William Connell and other members of the School Committee will be invited to the next meeting of the Task Force. It was also recommended that members of the Task Force attend the 9/17 meeting of the School Committee at Kendall Dean School to open a dialog with the School Committee regarding best use of school facilities.

Assignment of facility research, data collection

There has been ongoing discussion regarding the need for professional evaluation of town facilities to determine facility condition and best use. It was recommended that a draft RFP be created in an effort to have town facilities evaluated by a professional engineering firm and the RFP presented at the next meeting of the Task Force. Mr. Flaherty called for volunteers to create a draft of the RFP Mr. Harris and Mr. Bassett volunteered.

Future Meeting Dates

Meeting dates were scheduled for Thursday, September 12th and Thursday, September 26th to be held at 6:00pm at the Primrose Fire Station.

Motion to adjourn made (Sean Rousseau) and seconded by (John Flaherty). Meeting adjourned at 7:05pm.

Minutes respectfully submitted,

Sean Rousseau (Secretary)