

*Approved 2/9/22*  
**TOWN OF WEST TISBURY**  
**Howes House Study Committee**  
**February 2, 2022 8:30 am**  
**\*Virtual meeting\***

**Present:** Skipper Manter, Jen Rand, James Klingensmith, Bethany Hammond, Kathy Logue, John Keenan, Antonia Kenny

**Approval of Minutes:** *KL motioned to approve the minutes of 12/9/21, 1/13/22 & 1/20/22 with minor amendments. JK seconded the motion. A roll call motion was unanimous in favor.*

The Committee reviewed the proposed layout for the interior of the building. In the basement the consensus was to try and remove as many posts from the center of the space as possible. James noted the basement smelled musty, Kathy asked if concrete could be sprayed on it to seal it. John said the engineer would be at the site again soon and would look at the basement and options for dealing with it.

Skipper asked if the entire basement space, including the crawl space could be made into usable space. John said it would require lifting the entire building.

Regarding the first floor proposal, James asked if the front door could remain as a visual aspect of the elevation even if it wasn't functional. John said yes, the Committee agreed it would be a better look than removing it.

Bethany noted that the proposed location of the copy room was not convenient. She said it would be good if it were behind the reception desk so that employee could cover the front desk while making copies, faxing etc.

Kathy asked about a larger kitchen. John said the cost to make the kitchen larger would be high, it cannot be expanded in the current footprint.

On the second floor John noted they added a doctor's office with a sink and a meeting space. Kathy asked about the plumbing for the sink., John said the plumbing works because of where the septic ties into the building.

John noted they removed the dormer over the bay window.

James asked about solar. John said it can be placed on the south side roof.

The committee looked at the preliminary budget and determine they would asked for \$383,000 at town meeting, \$100k form free cash and the rest from raise and appropriate. The next steps would be to meet with the Historic District and then have a public forum. That will be the topic for the next meeting. After that there will need to be a meeting of all three towns to discuss the finances.

*Meeting adjourned at 9:23*

*Respectfully Submitted by Jennifer Rand, Town Administrator*