

Approved 6/1/22
TOWN OF WEST TISBURY
Howes House Study Committee
May 18, 2022 8:30 am

Present: Skipper Manter, Bethany Hammond, Kathy Logue, Bernadette Lyons, Sean Conley, Erik Peckar, Luke Lefeber; Richard Andre and Jen Rand for part of the meeting

Minutes: The minutes were postponed to the next meeting.

Request from Kate Warner: Because Kate had stepped down from the Energy Committee while applying for the Energy staff position, the request had been changed to adding Richard Andre as a representative of the Energy Committee. Skipper put forward his case for a committee of seven, the five we have now plus the hoped-for representative from each of the other two towns. Bernadette agreed it was a good number. Kathy argued for giving both the Historic District and Energy representatives full voting member status. Bethany asked what was the downside to having more ideas and representation? Sean reported that no one on the Historic District wants to commit to being the permanent representative and they were therefore fine with continuing ad hoc as they have been, as they will likely rotate through. Jen said that was OK if the Energy committee was also OK with being ad hoc.

8:45 am Richard Andre joined the meeting; Jen Rand left the meeting.

Richard added that the Energy Committee had agreed that it would be best to have one consistent person attend and he had agreed to do that; and confirmed that ad hoc would be fine.

RFQ Status. Kathy reported that the OPM RFQ was out and available to bid on, with a deadline in early June. Once an OPM is hired, it is hoped that we can move very quickly to advertise for and secure a design team, with a target of mid-summer to have that team hired and begin working.

Meeting with Chilmark and Aquinnah Regarding Funding: After some discussion, the following was the consensus for how to proceed with this meeting:

- The meeting will be held via Zoom with PowerPoint bullet points
- Only 15-20 minutes of presentation, and the rest of the time for discussion
- Goal to meet during the week of June 20-24 with quorums of all three Select Boards being the deciding date, and invitations to the FinComs as well; hoping Bethany will be able to attend by then
- Skipper will do some introductory remarks including
 - Introduce our committee/team including OPM if hired by then
 - Brief history of the Howes House
 - Why do we need this project (up to code, more space, better operational, building in terrible shape, etc.)?

- Bethany will go through some statistics about usage (somewhat challenged by the last two years in COVID) as well as the growing population. She will also outline some of the programming challenges of the current building
 - Columns on exercise floor
 - Access to all floors, only bathrooms on first floor, etc.
 - No good private space(s) for providers to meet with clients
 - Tiny offices packed close together
 - Kitchen only a warming kitchen
- Kathy will segue to the financial and participation we are seeking from the other towns, as with Tri-Town Ambulance
 - West Tisbury will pay for the design phase, but we want Chilmark and Aquinnah's committee participation in that phase
 - Three towns to pay 1/3 each for actual construction costs
 - Looking for a clear commitment within ___ days as this materially affects how we move forward
 - Looking for help in engaging the public from all three towns for community input

It was hoped that Jen and Kathy could pull a draft PowerPoint together for review at a meeting on June 1st.

The meeting adjourned at 9:20 am

Respectfully Submitted by Kathy Logue, Treasurer/Collector