

MEETING MINUTES

MEETING: Town of Exeter Facilities Advisory Committee (FAC)		PRESENT: Mark Leighton, Robert Corson (Chair), Peter Lennon, Kris Weeks (Vice Chair), Amanda Kelly, Niko Papakonstantis (Selectboard Rep)	
LOCATION: Town Offices		ABSENT: Russ Dean (Town Mgr)	SCRIBE: Kris Weeks
DATE: 01/17/2020	TIME: 4:30pm-6:00pm	EXCUSED:	GUESTS:

AGENDA TOPIC	ITEMS FOR DISCUSSION	MINUTES
Meeting Agenda	Introduction and next steps	Brief review of Rec Project report submission. Members also participated in onboarding Amanda, the newest member of the committee. Now that Rec Project report has been submitted, FAC discussed goals for 2020. It was determined that a high-level facility master plan would be most useful if provided before 2020 budget season. FAC would like to have FCA completed in the first half of 2020 to inform a facility master plan. FAC would work with Select Board & town administration to develop the facility master plan.
Old Business	<ol style="list-style-type: none"> RFP Status for Facility Conditions Assessment 	<ol style="list-style-type: none"> RFP has been fully updated except for final issue and response dates. Facility asset list has been added. FAC needs to forward to Russ for posting. Some discussion on funding; it was brought up that FAC planned to do the FCA (facility condition assessment) in 2 phases based on fees submitted with RFPs. Some town facilities would be prioritized in the first phase of the assessment, with the rest coming in the 2nd phase. Funding for this may be difficult to obtain due to DPW projects that also rely on discretionary budget.
Current Project Updates	<ol style="list-style-type: none"> Library Renovations Parks and Rec Redevelopment Public Safety Study Town Hall Cupola Repair DPW complex planning Budget Energy Committee & Sustainability Committee 	<ol style="list-style-type: none"> No update FAC to attend Select Board meeting on 1/21/2020. It is an open meeting for comments by the public. FAC will be there to answer any questions related to FAC advice report to Select Board. Final report due soon. No update No update No update Some discussions on how to best interact with other committees. It was determined that the most efficient and best use of this time would be to provide input to other committees for specific projects or policies on an as-needed basis.

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New Business		None at this time
Next meeting		Next meeting proposed for Jan. 31, 2020