

# Carver Massachusetts

## Town Buildings Study Committee Minutes

4/8/2013

Members Present: Roger Shores, Dan Ryan, Steve Pratt  
Also Present: None  
Absent: Paul Duff  
Meeting Start: 7:00 p.m.  
Meeting End: 8:22 p.m.

## Agenda

### I. Committee Logistics

- a. Call meeting to order
    - i. Dan Ryan called the meeting to order at 7:00 p.m.
  - c. Meeting Minutes and Approval
- **Motion Made:** Steve Pratt motion to approve the minutes of 4/1/2013 as amended – seconded by Roger Shores.
  - No discussion, Passed Unanimously (Paul Duff not present)

### II. Capture Notes and Discussions

- a. Activities and Events Since Last TBSC Meeting
  - i. None.
- b. Role of TBSC
  - i. The TBSC needs to clarify role and scope with the Selectmen.
- c. Status of TBSC Report
  - i. A Wrap-Around makes more sense to use toward the Fire Department Building now because we can make best use of it before it is no longer an option.

### III. Planning

- a. Meetings with Town Boards/Officials
    - i. The TBSC would like to request from the Board of Selectmen on 4/9/2013 documents for evaluation.
      1. 2013 Master Plan Draft – building study analysis
      2. 2009 Master Plan Survey and raw data - for building study analysis
      3. 2012 Carver Elementary School Community Survey – raw data
      4. North and South Carver Land Use and Infrastructure Studies.
      5. Gateway Health Group Financial Statements FY2006 – 2012 for financial analysis and projections towards financial strategy recommendations.
      6. FY2012 Financial Statements (Internal and Audited) not yet posted to town web site for financial analysis and future projections.
      7. Other documents as needed for financial analysis and town buildings study.
- **Motion Made:** Steve Pratt motion to request documents through the Board of Selectmen for financial analysis and town buildings study – seconded by Roger Shores.
  - Discussion is list identified above, Passed Unanimously (Paul Duff not present)

- ii. The TBSC would like to meet with the Board of Selectmen on **4/23/2013** to discuss.
  1. Provide short report of activities.
  2. Verify with BOS that Capital Stabilization Fund articles are included.
  3. When are Selectmen planning the warrant for STM within the ATM.

**IV. Action Items**

- Dan Ryan to continue to redistribute previous meeting minutes for review and approval at a future meeting. The final two 2011 meetings were joint meetings with other boards and committees.

**V. Next Meeting & Draft Agenda**

- a. Next Meeting will be Monday April 22<sup>nd</sup> at 7:00 p.m.
- b. Next Meeting Agenda

**I. Committee Logistics**

- a. Call Meeting to Order
- b. Meeting Minutes and Approval

**II. Capture Notes and Discussions**

- a. Activities and Events
- b. Review Personal Property New Growth
- c. Roles and Responsibilities of the TBSC
- d. General discussion and planning
- e. TBSC Report

**III. Planning**

- a. Meetings with Town Boards and Officials
- b. Other

**IV. Action Items**

**V. Next Meeting & Draft Agenda**

- Motion Made: Roger Shores made motion to adjourn, seconded by Steve Pratt
- No discussion,
- Passed Unanimously

Next Planned Meetings: Monday, April 22<sup>nd</sup>, 2013

Respectfully submitted by: Dan Ryan

Minutes approved by Committee on Monday, April 22, 2013