

HEART COMMITTEE MEETING MINUTES: for the meeting of August 16, 2017

Committee Members Present:

Tracy Rogers, Secretary
Joseph Arsenault
Richard Fontaine

Bob Keir
Tony Matteo

Sue O'Reilly McRae
Ginger Robinson

Committee Members Absent:

Michele Giarusso, Cheryl George, Lisa Armstrong, Claire Brennan, Jennifer Comiskey, Alan Genovese, Jennifer Glazier, Lynn Hansell, Renee Keir, Jack Killeen, Shannon Miner, Bill Wahlstrom

Others Present:

Debbie Lynangale, facilitator; Willie Morales, Northfield town administrator; Shelby Ashline, The Recorder

Called to Order

The meeting was called to order at 6:30 p.m.

Minutes

Bob moved to approve minutes from the July 19, 2017 meeting as written. The motion was seconded by Sue and carried by a unanimous vote.

Community Compact

Northfield and Warwick signed their Community Compact contracts this today. The scope of work attached was the old one, before the Committee decided during its July meeting to hire someone to conduct a study. Tracy is working with the State to get the revised scope of work attached.

District Agreement Subcommittee Report

Bob and Tony met to review the District Agreement and emailed their findings out prior to the meeting. Bob asked the Committee for feedback. Tony commented that other district agreements are much thicker, which caused Tracy to ask what other districts include that ours hasn't considered. Deb will survey the Committee for feedback on Tony and Bob's research and the Committee will discuss it again in September. It was suggested for Debbie to send the survey to selectmen as well, since they have indicated the most interest in having the Agreement changed. If anyone has a specific suggestion on a follow up question to be included in the survey, please send it to Debbie.

Request for Proposals (RFP) for Study Firm

Northfield will issue an RFP, with the assistance from the Franklin Regional Council of Governments, for a firm to conduct a study. It was suggested that we hold community-wide meetings to determine what data should be gathered. The Committee felt it is important to have the study firm facilitate those meetings to preserve their integrity, then provide the Committee with a preliminary analysis showing trends of what we should study. We should study building history, use, and capacity; leadership models that are sustainable, such as shared administrative positions. The RFP should also identify what kind of product we want in the end, such as a report or the firm's help in presenting recommendations to the public. Suggestions for criteria to include in the RFP should be sent to Northfield's town administrator, Willie Morales, at Admin@northfieldma.gov. Debbie will also include a request for ideas for the RFP in her survey on the District Agreement research.

School Committee Meeting on 8/24

Michele has started the biographic document, but she hasn't received bios from everyone. Also the talking points, history, overview, etc., have not been drafted. Sue volunteered to draft an overview and send it and the bios to the School Committee prior to their meeting, copying the HEART Committee.

Tracy asked what happens if the School Committee doesn't support the HEART Committee's work at that meeting. If they aren't willing to endorse our work, they also won't be willing to implement our recommendations, and our work and money spent will have been wasted. It would be nice to get a formal endorsement from them before we leave. In general, the focus of the meeting will be to develop a relationship - bringing warmth, positivity and the desire for collaboration to the table; this is not the time for direct questions (interviews of School Committee members) or a request for a commitment - we want to do both, but that will come at a later stage. If they do want to engage and there's more back-and-forth, that's great.

Where do we go next?

During the August 30 meeting we should:

- Debrief the School Committee meeting
- Finalize the RFP
- Review the feedback collected on the District Agreement research
- Prepare for possibly attending the 9/28 School Committee meeting

Adjournment

Tony moved to adjourn the meeting at 8:08 p.m. Rick seconded the motion and it was carried by a unanimous vote.

NEXT MEETING: August 30, 6:30 p.m. at the Bernardston Senior Center, 20 Church St.

Respectfully submitted,



Tracy Rogers