

## Baldwin Community Use Committee Meeting Minutes – 4/05/2017

Attendance: Kurt Olafsen, Paul Thomas, Bruce Crawford, Deb Boulanger & public attendance

The 3/15/17 meeting minutes were reviewed and approved.

**Tow Office Plans:** Discussions were held with town clerk's office, selectman's office and fire department in regards to moving office space. All board members and public attendance were in agreement with these changes. This move best suit all involved and can be completed with little to no expense. The changes will begin immediately. It was recommended that signage be posted in multiple spots for towns' people to find the new location.

**Review drafts of internal guidelines, facility use agreement, rules and fee schedule:** The internal guidelines consist of six classifications; these classifications were discussed in detail and were approved by the board.

1. Community - educational and recreational activities
2. Non-commercial events
3. Commercial kitchen
4. Non-exclusive commercial use (fitness classes, art classes, dance classes, etc.)
5. Exclusive noncommercial use
6. Exclusive commercial use

Use agreement, rules and a fee schedule were also reviewed in detail and approved for use. It was agreed that a full legal lease agreement would be needed for full time renters.

**Conditional Use Permit:** Danielle will complete a use application and submit for approval.

**Food Pantry:** Glenn had attended a prior meeting in regards to potential space for the food pantry. It was agreed that contact would be made with Glenn to verify if storage space is still needed.

### **Next Steps:**

Discussion on parking

Next meeting is Wednesday 5/3/2017