

Westborough Golf Building Use Committee

Meeting Minutes

April 24th, 2023

Members Present: Golf Manager Matt Griffith, Select board member Ian Johnson, Recreation Director Jenn Kirkland, Terry O'Day, Maura Shunney, Felicia Vaytsman, Bryan White, and Town Manager Kristi Williams.

Convene Meeting

Kristi Williams convened the meeting to order at 6:05pm.

Election of Officers – Chair/Vice Chair/Secretary

Terry O'Day moved to nominate Ian Johnson as the Committees Chair, Jenn Kirkland seconded.

- Vote: 6-0-0, motion passes*

Terry O'Day moved to nominate Maura Shunney as the Committees Vice Chair, Ian Johnson seconded.

- Vote: 6-0-0, motion passes.*

Kristi Williams moved to nominate Jenn Kirkland as secretary, Ian Johnson seconded.

- Vote: 6-0-0, motion passes*

*Bryan White was not present at the time of voting.

Discussion of Committee Mission and Goals

Ian Johnson read the charge of the committee. Kristi Williams explained that any adjustments to the charge would have to go back to the Select board. Kristi Williams gave a brief history on how the committee came to be. She explained that the DPW did a building assessment just as the Select board was about to put out the RFP for the building. Based on the results of the assessment, the Select board voted to create a committee to determine the best use for the building. The committee will receive copies of the full assessment report to review.

At 6:16pm, the group took a tour of the entire building including the basement, the main floor, and second floor. Matt Griffith guided the tour.

Kristi Williams explained to the committee that the previous leaseholder left the building in October 2022 so the building has been vacant for almost 6 months.

Discussion of next steps

The group decided that Matt and Jenn should present at the next meeting. Matt will explain current operations and potential plans. Jenn will add additional information about programming the Recreation Department could use the space for in the winter months.

There was a group consensus that a public survey would be beneficial to this process, with June 1st being the target publication date. Members should send potential survey questions to Owen Page,

Management Analyst/Communications Assistant. Kristi would also reach out to department heads to see if any departments want to attend upcoming meetings to offer suggestions or guidance on the space. Terry suggested bringing in a restaurateur. Jenn offered to reach out to the Groton Country Club Pro and Matt Griffith has a contact at Blissful Meadows Golf Course.

The committee agreed on the following meeting schedule for the month of May; May 10th and May 24th at 6:30pm in Memorial Hall. Westborough TV will film future meetings.

At 7:06pm, Ian Johnson moved to adjourn the meeting. Maura Shunney seconded.

Vote: 7-0-0

Respectfully Submitted,

Jenn Kirkland

Committee Secretary