

**TOWN OF ISLESBORO  
HEALTH & SAFETY BUILDING COMMITTEE (HSBC)**

**MINUTES  
December 17, 2021**

Members Present: Pete Anderson, Lauren Bruce, Derreth Roberts, Laura Read, Phil Seymour, Janet Anderson, David Sessions (by Zoom).

Absent: Bill Boardman, JT Zlotkowski

Guest: Amanda Austin, Architect with 2A architects, llc.

Amanda presented an overview of the work by 2A for the Town on the proposed Health Center.

- Earlier in the day she met with Health Center staff, in particular Owen Howell, who provided a lot of information. Owen wanted to emphasize that everyone should be heard during the process.
- In the afternoon she will walk the site with the civil engineer.
- The purpose of the present committee meeting is to go through the design process, schedule and committee role. Handouts:
  1. Islesboro Clinic Proposed Design Schedule, dated November 3, 2021.
  2. Draft Islesboro Medical Clinic Design Meeting with the HSBC, December 17, 2021 Discussion Points.

**Design Process (refer to second handout)- Amanda**

Schematic Design under present contract.

- Start with floor plan to confirm HC's needs then start on schematic design.
- Assess exterior elevations, get feedback from structural and civil engineers. Assess the costs. Local contractor will review.
- Discuss when to present to Select Board and Planning Board.
- Design development, include energy efficiency.
- Review cost estimates, permitting required, public participation.
- Process will take about 6 months.
- Need solid buy in from community before engaging engineers, possibly by March but likely later.
- Civil engineer develops site concept.

Discussion

- January meet with clients (HC staff) and HSBC or wait till design concept?
- Dave S. It would be helpful to present square footage wanted for various purposes. What are the current spaces in the building, present to the HSBC after meeting with staff.

Next meetings

1. Discuss initial design with HC staff in early January. 6-8 weeks for initial concept.
2. Late January – early February to discuss initial space needs with HC staff and HSBC.
3. March- floor plan review with staff and HSBC.
4. April tentative for presentation to Select Board when floorplan and elevations concept design drafted.

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5. After schematic developed get voter approval prior to having an exact cost for the new building. Voters should approve the design.
6. Possibly plan on Fall vote.

**Comments**

- Helpful to know what a Rural Health Center is required to have.
- The HSBC's purpose is to provide a reality check on what staff want.
- How will the facility fit in with the town and what can the town afford?
- Sustainability
- Better to get closer to a concept before presenting to the community. Hammer out program and priorities.
- HSBC should go thru potential designs to identify concept to present to the community and Select Board. Important to get plans to a point with a reasonable budget. Look at design and cost. Look to Ex Officio advisors, for example Christine Robb who is on the Health Center Advisory Board.
- Important to define provider, office needs. Need to identify current users, part time and full time.

**General Requirements**

Aesthetic Goals

- Complements the Town Center, what is proposed for the Island Market renovations, Boardman Cottage, and Town Office.
- One story building, as ADA requirements very costly to go to a second floor.
- Funding sources, requirements based on source.
- Possible locations
  - Out back (west of town office) concern about fire and ambulance traffic.
  - Across the parking lot from the town office, area between parking lot and Preschool driveway.

Energy Efficiency

- Solar, etc.
- *Subcommittee*: Pete and Lauren will discuss with energy committee.

Security

- Approach, visibility, systems
- Vestibule with locks
- Sprinkler system and fire alarm

Funding Sources

- Private fund raising, L. Gillies has offered to assist. She is drafting a narrative on why there is a need for a new space for the HC.
- Federal dollars- what regulations, will they increase cost?
- 2A will review possible regulations that might direct design and cost.
- *Subcommittee* to review rationale for need: Pete, Laura and Lauren.

Respectively Submitted  
Jennifer West