

SENIOR CENTER EXPANSION COMMITTEE MINUTES

Submitted by Lori Krinsky

Final Minutes (3.23.08) for the meeting of March 12, 2008
7:10 a.m. in the Faulkner Room, Town Hall

Attending

Committee Members Present: Peter Ashton, Steve Baran, Jean Fleming, Mike Gowing, Heather Harer, Dore' Hunter, Herman Kabakoff, Paulina Knibbe, Lori Krinsky, Steve Ledoux, Gena Manalan, Barbara Tallone.

Steering Committee Members Absent: Ann Chang.

Administrative

The minutes of the previous meetings were accepted as amended via email.

Function Task Force

The first focus group meeting is set for Sunday, March 30th at 2:00 with members of the Acton Chinese Language School. Gena Manalan presented the Focus Group Guidelines document. A suggestion for change to this document was to adjust question #3 to read, "How can the center be a resource for you *and your family?*" The group considered including an age bracket question on the sign in sheet. Linda Chance from the Function Task Force will do focus group training with the steering committee members in the future. Manalan plans to arrange for additional focus groups: one on a weekday day, one on a weekday evening, and one on a weekend.

Manalan presented the Senior Center Expansion Study to be handed out at Town Meeting. Suggestions for change to this sheet included: 1) Adding "Community Response" to the top heading. 2) Adding an open ended question so people can write any additional comments on the back. 3) Including an age bracket question at the bottom.

The steering committee decided to have a table outside town meeting. Knibbe will provide a summary of the efforts to date to go along with the survey, and Jean Fleming will provide copies of the Senior Center Newsletter.

Site Task Force

This team has winnowed the number of potential town owned sites down to three plus one alternate. The current site is still on the list as well.

- 1) ARLINGTON ST. This parcel is between Arlington St. and Mass. Ave. behind Sawyer's Automotive. There are two adjacent town parcels here, one at 3.68 acres and the second at 2.69 acres. There is frontage to the street on the site, and it is zoned village residential.

- 2) 468 MAIN ST. This is the two acre site next to Town Hall that was recently purchased by the town. There is currently a home on the site, and it is zoned residential.
- 3) QUARRY RD. This is a five acre site across from the soccer fields at NARA Park just before Quarry Rd. turns to gravel.
- 4) ALTERNATE ARLINGTON ST. This site overlooks Rt. 2 near Newtown Rd. It is four acres.

The task force also identified three sites for potential leasing options beyond the W. Acton site proposed by the Rosenfelds and the theater option discussed previously.

- 1) DISCOVERY WAY at 111 Piper Rd. adjacent to Rt. 2
- 2) NAGOG PARK
- 3) OLD PAMET BLDG. on Main St. in N. Acton

It was noted that leasing reduces the total amount of space needed because that option would not be intended to work way into the future. Also leasing impacts the town's operating budget instead of the capital budget as a building project would. There was some discussion about the risks to the town associated with signing a lease, particularly with a shared building opportunity. The Financial Task Force will research leasing concerns.

Funding at Town Meeting

Currently the committee has \$25,000 on hand. Previously the group decided to ask for an additional \$100,000 at the upcoming town meeting. Herman Kabakoff noted that the town's Finance Committee was not in favor of that new amount. Steering Committee members voted whether to ask Town Meeting for an additional \$25,000 or for no additional funds. The vote was split down the middle. Paulina Knibbe decided to rescind the request for additional funds at Town Meeting.

Financial Task Force

The Financial Task Force was prepared to present some analysis but time ran out, so this discussion will be rescheduled.

Action Items:

- Make changes to survey and focus group documents: Function Team
- Contact Don McKenzie & Eva Taylor about survey plans and a table for town meeting: Knibbe
- Overview summary for handout at Town Meeting: Knibbe
- Copies of Senior Center Newsletter for Town Meeting: Fleming
- Leasing Parameters: Financial Task Force

Meeting Schedule:

Wednesday, March 26, 7:10 am, Rm. 204, Town Hall

