

Senior Center Expansion Committee Meeting draft minutes

Dec 7 2007, 7:10 am

Town Hall, William Faulker Room

Attending:

Paulina Knibbe, chair,

John Murray, acting Town Manager, Jean Fleming, COA director, Ann Chang,

Lori Krinsky, Steve Baran, Heather Harer, Gena Manalan

Paulina called the meeting to order at 7:25.

She distributed the agenda, the charter of the committee and the list of committee members thus far. We have not identified a member of the planning board who is able to serve on the committee. Paulina will try to get someone to participate by next meeting.

Procedural Matters:

Paulina asked if everyone had been sworn in by the Town Clerk. Those who had not were asked to do so after the meeting.

There was a brief reminder of the open meeting law requirements. Substantive discussions and decision making can only take place in a posted, open meeting.

Future meetings will be planned for every other Wednesday, 7:15 am, in Town Hall in the William Faulker room (204). The nexting meeting is scheduled for Dec 19. In case of a last minute cancellation, Paulina will send email to committee members before 7:00 am. and inform Jean Fleming by phone by 6:30 am. Members are encouraged to check their email before leaving for meetings.

A member of the steering committee will be on each task force team, and each team will have a defined task to perform. Suggested tasks force work include site feasibility, and proposed Council On Aging (COA) services and programs. As tasks are completed, new task teams will be developed to carry the work forward. Ann suggested that when we are at the point of design considerations, that all members of the steering committee be involved.

Finance:

Paulina distributed a 2006 graph of the debt service schedule. This graph will need to be updated to show current status of the debt schedule. The graph does show the peak debt service burden to be in 2007, with steady decline after that.

There was also discussion of the Neswc monies. A significant portion of the monies are allocated to other town projects. The remainder (about 1.5 mm) is slated for needed capital projects over the next 3 years.

Scope of Services:

This topic will be the primary topic for the next meeting. Areas of interest and discussion are:

Possibility and desirability for a regionalized center.

Who might be interested, and what arrangements are possible, on what time lines.

Social services and programs to be offered

Long and short term alternatives.

What services are going to be needed in the future

Community integration

Do we want a multi-use facility

Possible co-location of town services i.e. Nursing service and COA.

Possible 2 site solution

Possible public/private venture

Possible sites:

Current site:

John showed a conceptual maximum build out plan for the current site. This would be a 3 story building with 113 parking spaces. John noted that there is a condition in the agreement with Audubon Hill, that if the senior center is expanded, it would have to connect to the sewer system.

Other sites – town owned:

Sites that have potential are the Towne Building, School Administration building, Center Fire station, Morrison Farm, land behind NARA park, and land located on Arlington street. In brief discussion, each of these sites has drawbacks or constraints that need to be assessed in a more comprehensive manner.

Other sites possibly available, but not town owned:

Kelley's corner: Two contiguous parcels in Kelley's corner are on the market. The site would provide easy access to shopping in the area, however the traffic congestion is a major drawback.

Action items for next meeting:

Paulina: distribute email addresses and phone numbers of committee members

Set up meeting schedule for subsequent meetings.

Heather: Check with Bill Ryan to see what relevant information is available regarding the Arlington St. site.

Steve/Gena: Provide an interim report of the COA site visit findings.

Meeting adjourned 9:00 am

Next meeting : December 19 – 7:15 am
William Faulkner room

Submitted Dec 7,2007

Gena Manalan