

# TOWN OF MAYNARD

## SENIOR CENTER COMMITTEE

### Meeting Minutes

### February 1, 2024 7pm (Initial Meeting)

Hybrid meeting (in-person at 195 Main Street, Maynard, and remotely via ZOOM)  
(*This public meeting was recorded.*)

Present:

Chris DiSilva (Select Board)  
Mary Mitzcavitch  
Paul Guthrie  
Deb Roussell  
Jack MacKeen  
Mary Ann Bassett  
Liz Drury

Jerry Culbert  
Joshua Morse  
Dan Shields  
Amy Loveless  
Stephanie Duggan  
Linda Holt (Liaison, FinComm)  
Lindsay McConchie (Liaison, CapPlan)

#### **1. Meeting Opening**

Chris DiSilva called the meeting to order at 7:00pm.

Public Comments: None offered.

#### **2. Election of Committee Officers**

Chris DiSilva discussed the need to decide whether to have only a Committee Chair, or Chair and Vice-Chair. Per motion, the Committee voted 11-0 to fill both the Chair and Vice-Chair officer positions.

**A motion was made** by Deb Roussell and seconded by Dan Shields to nominate Jerry Culbert as Chair. There was no discussion nor any additional nominations. **Motion carried 11-0.**

**A motion was made** by Amy Loveless and seconded by Paul Guthrie to nominate Deb Roussell as Vice-Chair. There was no discussion nor any additional nominations. **Motion carried 11-0.**

**A motion was made** by Jerry Culbert and seconded by Jack MacKeen to nominate Dan Shields as Clerk. There was no discussion nor any additional nominations. **Motion carried 11-0.**

#### **3. Meetings Tempo and Scheduling**

Chris DiSilva noted the results of a survey conducted by Dan Shields whereby the default meeting “day of week” should be Thursday, by a very close margin. Wednesday (the only other choice) was indicated to be acceptable in case of unusual events which would block a meeting from occurring on a given Thursday. (Mondays and Tuesdays were not considered due to the established timing of Select Board and other Committee meetings.)

After discussion, **a motion was made** by Chris DiSilva and seconded by Jack MacKeen to establish the first and third Thursday evenings each month as default meeting dates. **Motion carried 11-0.**

#### **4. New Business**

Jack MacKeen led discussion of documents he had provided to Chris DiSilva, including the 2013 **Maynard Community Life Center Committee Final Report** and the “**SCC Proposed Deliverables**” document draft that Jack had previously prepared. Jack noted he has already received an inquiry from a citizen concerned about potential cost of a new Senior Center facility in light of the recently approved funding for a new Green Meadow School and the potential expenditure for replacement bleachers at the High School. Use of an “Olympic Village” model, with activities spread out over multiple existing sites (e.g. Library, Sanctuary, Elks Club, etc.) was mentioned by Josh Morse as an interim solution.

During this discussion Chris DiSilva commented on records management for the SCC. Dan Shields indicated he will work with Greg Wilson re how to maintain a space that allows efficient management and yet is publicly visible. Jerry Culbert indicated the experience of the various School committees should be useful, and that SCC should consider maintaining a FAQ page.

After discussion of the “**SCC Proposed Deliverables**” document draft prepared previously by Jack MacKeen, Dan Shields recited four minor edits that had been noted during the discussion. A motion was made by Dan Shields and seconded by Jerry Culbert to approve the “**SCC Proposed Deliverables**” document as verbally amended. Motion carried 11-0. Chris DiSilva asked Dan Shields to send him the edited version in time for it to be presented at next Tuesday’s Select Board meeting.

Dan Shields requested that all of the represented support groups [Council on Aging; Maynard Senior Center Focus Group; Friends of Maynard Seniors] forward or make available to him any information regarding previous research that is relevant to SCC’s charge from the Select Board, ideally in time for it to be available for review at SCC’s next scheduled meeting.

Jack MacKeen suggested that SCC have a Town of Maynard email account to better be able to receive questions and comments from the public. Stephanie Duggan indicated she will pursue this.

A motion was made by Deb Roussell and seconded by Liz Drury to adjourn. Motion carried 11-0. Meeting adjourned 8:08pm.

**Next meeting:** Thursday, February 15, 2024 at 7:00pm.



Approval date: 03/07/2024

Dan Shields, SCC Clerk

#### **Documents**

- **MSCC 2024-02-01 agenda draft v2 posted.docx**

Distributed before meeting, not posted under SCC:

- **MCLCC \_Report FINAL 3 22 13.pdf**
- **MCLCC Final Update TM 5.20.13.pptx**
- **Proposed Deliverables Senior Center Committee Draft for discussion.docx**
- **Maynard SCC Weeknight Selection.xlsx** (distributed as image in email text)