

**TOWN OF MAYNARD  
SENIOR CENTER COMMITTEE  
Meeting Minutes**

**May 2, 2024, 7pm**

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

Present:

Jerry Culbert, Chair

Mary Ann Bassett

Deb Roussell, Vice Chair

Amy Loveless

Dan Shields, Clerk

Stephanie Duggan

Paul Guthrie

Lindsay McConchie (Liaison, CapPlan)

Jack MacKeen

Chris DiSilva (Liaison, Select Board)

Absent: Mary Mitzcavitch, Joshua Morse, Linda Holt (Liaison, FinComm)

**1. Meeting Opening**

Jerry Culbert called the meeting to order at 7:00pm.

**2. Acceptance of Prior Meeting Minutes**

**Minutes for 4/04/2024: A motion was made** by Deb Roussell and seconded by Paul Guthrie to approve the minutes as presented. **Motion carried 8-0.**

**3a. Working Group Report: FAQ Page**

Deb Roussell reported three more questions and answers have been added to the FAQ Page.

**3b. Working Group Report: Finance**

Per Jerry Culbert, this Working Group has no report this month.

**3c. Working Group Report: Senior Center Visit Coordination**

Mary Ann Bassett reported that visits have taken place in Acton, Lunenburg, and Millis. A standard checklist is being used for each visit, and photos and other data in the process of being assembled. MAB will send the Committee information re upcoming visits (including Stow) in case any members wish to attend, as long as the combined number of voting members remains five or less to avoid having a quorum. Some towns have Senior Centers currently under construction, thus there is nothing to see right now.

### **3d. Working Group Report: Real Estate Review**

Per Jack MacKeen, Josh Morse has provided a matrix for evaluating potential Senior Center long-term sites, plus a list of all publicly available parcels in the Town. The WG is also developing a similar listing for potential short-term sites, and trying to identify what is a currently competitive cost per square foot. The Beijing School site likely would not become available, instead perhaps to be used for higher-density housing. Jack also discussed the idea of using Request for Information (RFI) vs Request for Proposal (RFP) as a way to move forward with data gathering without first having funding already available.

### **4. New Business**

- Jerry Culbert asked for an update about the Aging in Maynard survey. Amy Loveless responded that online and paper surveys are now closed, focus groups have been assembled and interviewed, and data analysis is now underway. A preliminary report will be assembled later, perhaps by August. The final report would be expected sometime in October. Jack MacKeen noted he had been a participant in one of the focus groups and through that experience realized “we are not cognizant enough of the needs of handicapped individuals as we go through this process”.
- Dan Shields noted he would be out of town for several months across the summer; the Committee needs to have someone volunteer to serve as a backup Clerk in his absence.
- Jerry Culbert confirmed that **Liz Drury** (whose term expires in 2026) has resigned from the Committee due to family obligations. Mary Ann Bassett indicated no other Friends of Maynard Seniors (FOMS) members are currently interested in representing FOMS on this Committee.
- Per discussion, the consensus opinion is that the Committee needs to keep meeting steadily throughout the summer (when some other Committees become less active) due to urgent issues such as the development of RFI and Feasibility Study plans. Stephanie Duggan noted a decision will be needed regarding July meetings considering the first Thursday in July is the 4th.
- Jack MacKeen asked Amy Loveless if there any first impressions received from Aging Study coordinator Mary Krebs, considering that in his focus group meetings, Ms. Krebs said that among 70 Aging Studies performed so far, Maynard is the first town that really wanted a Senior Center. Amy replied that the most predominant observation through all three focus groups was concern about the current space, including size, accessibility, and maintenance issues.
- Per inquiry from Jerry Culbert, Chris DiSilva confirmed the SCC is progressing as expected from the Select Board perspective.

### **5. Public Comments**

(none requested, none offered)

**A motion was made** by Jack MacKeen and seconded by Deb Roussell to adjourn. **Motion carried 8-0.**  
Meeting adjourned 8:20pm.

**Next meeting:** May 16, 2024

Approval date: 05/16/2024



Dan Shields, SCC Clerk

### **Documents**

- **MSCC 2024-04-04 Minutes v2.docx**