

TOWN OF MAYNARD  
SENIOR CENTER COMMITTEE

**Meeting Minutes**

**October 3, 2024, 7pm**

**FINAL 10/09/2024**

Zoom Meeting Only (fully remote) *(This public meeting was recorded.)*

Present:

Jerry Culbert, Chair

Jack MacKeen

Deb Roussell, Vice Chair

Joshua Morse

Dan Shields, Clerk

Amy Loveless

Mary Mitzcavitch

Stephanie Duggan

Paul Guthrie

Linda Holt (Liaison, FinComm)

Mary Ann Bassett

Chris DiSilva (Liaison, Select Board)

Absent: Mark Koenig

Guests: Peg Brown, Mary Ann Shields

**1. Meeting Opening**

Jerry Culbert called the meeting to order at 7:02pm.

**2. Acceptance of Prior Meeting Minutes**

**Minutes for 9/19/2024:** Jerry Culbert called for a vote to approve the minutes as presented.

**The Minutes were approved, 7-0** with three abstentions for those who had not been in attendance.

**3. Working Group Report: Real Estate Working Group**

Maynard Senior Center Committee, **Select Board 10/1/2024 presentation:** Jerry Culbert noted that Jack MacKeen did a very good job of making the presentation. Deb Roussell indicated she received positive feedback after the meeting, hearing from audience members that they learned "so much more" from the presentation. Per Deb, Select Board member Mike Stevens noted he'd like to know what else happens at the Senior Center besides wellness and fitness classes; Deb concluded more efforts are needed to get the word out (on the breadth of offerings). Jack MacKeen added that few Maynard residents seem to know how much is being done with the comparatively small budget we have in place.

**4. New Business**

**Social Media presence by the SCC:** After lengthy discussion, the Committee developed consensus as follows:

- There is no need to establish a separate SCC channel/account in the various social media platforms, because the SCC's three supporting groups (Friends of Maynard Seniors, Maynard

Senior Center Focus Group, and Maynard Council on Aging) each have existing social media presence that is already very well established.

- SCC members may post in social media on behalf of the SCC only in cases where the SCC has voted on the subject being discussed. SCC members may continue to post in social media on their own as long as it is clear they are posting on their own, not on behalf of the SCC.
- Stephanie Duggan, in response to a question re social media policy from Josh Morse, confirmed that “best practice” re social media is to direct users to the Town’s website pages. In further discussion, it was noted this helps avoid having to monitor back-and-forth public commentary that might otherwise develop. The SCC’s existing FAQ Page resource can and should be used to address emerging issues, under the control of the SCC’s FAQ Page Working Group. Deb Roussell confirmed that the WG now includes herself, Josh Morse, and Mark Koenig. In response to a question from Chris DiSilva, Dan Shields clarified that the FAQ Page is manually maintained as a Word document that is updated from time to time per inputs from the FAQ WG and then uploaded and linked to the SCC homepage.

**141 Parker Street** potential short- or long-term site: Jerry Culbert introduced this subject, indicating this location appears to be the best possibility available to the SCC right now. Jack MacKeen provided emerging details regarding this potential Senior Center site, including:

- Jack received further info from “141 Parker” just an hour or so before the Select Board meeting; accordingly, last-minute changes to the slides were made just before the presentation.
- “141 Parker” would include all of the construction and fit-out costs within the monthly lease rate; utilities would be billed directly through sub-metering instead of via a flat monthly rate. The Mill & Main and Maynard Crossing opportunities would require SCC to fund most of the fit-out costs, and pay utilities via a flat fee. The “141 Parker” structure, i.e. with no initial capital outlay, would be much easier to pursue.
- Jack explained that our interest in this site began with a simple inquiry whether or not there was any space available in the existing building. Property representatives then responded with two different scenarios: new construction on a parcel occupied by an uninhabited house, or build-out of the existing building in the 1<sup>st</sup>-floor area formerly used as bank drive-thru service lanes.
- Jack referred to an email from Greg Johnson expressing interest in the 141 Parker opportunity and encouraging the Council on Aging to endorse operational budget adjustments for FY26 that would capture the conservative expected increase needed for such a Senior Center move. The message also noted the SCC could help inform the COA’s deliberation on this question.
- Linda Holt observed any RFP issued for an interim SCC site should indicate that a “no up-front capital outlay” structure is preferred.

Jerry Culbert asked whether any SCC member did **not** support the above-described option; no member so indicated. Additional discussion further established consensus.

**UMASS Aging in Maynard Study completion:** Jerry Culbert mentioned the upcoming presentations on October 15 (to Select Board) and October 22 3-5pm (Maynard Public Library).

**Maynard Town Festival:** Paul Guthrie confirmed Friends of Maynard Seniors and the Council on Aging will share a booth at this event, handing out information re these groups and the Senior Center’s services.

**5. Public Comments:** Mary Ann Shields expressed appreciation to the SCC members for their dedication and work done to date.

**6. Next Meeting Date / Time / Venue**

Thursday, October 17, 2024 7pm. **Update:** This will be a **Remote** meeting, although having been initially discussed in-meeting as "Hybrid".

**A motion was made** by Deb Roussell and seconded by Stephanie Duggan to adjourn. **Motion carried 9-0** (one member left before this vote). Meeting adjourned 8:35pm.

Approval date: xx/xx/2024



Dan Shields, SCC Clerk

**Documents**

- **MSCC 2024-10-03 Agenda v2.docx**
- **MSCC 2024-09-19 Minutes v2.docx**