



## MAYNARD COMMUNITY LIFE CENTER AD-HOC COMMITTEE

### MEETING MINUTES

**Meeting # 4**

**November 3, 2011**

### Approved

PRESENT	NAME	AFFILIATION	E- MAIL DISTRIBUTION
x	Jerry Culbert	Committee, Chair	✓
No	Dawn Capello	Committee	✓
x	Bill Freeman	Committee	✓
x	Joanne Sheehan	Committee	✓
x	Tom Papon	Committee	✓
x	Al Whitney	Committee	✓
x	Jack MacKeen	Committee	✓
No	Mary Brannelly	Committee	✓
x	Danielle Rocheleau	Committee	✓

Additional attendees (guests): 3

### November 3, 2011 (#4)

Present: Jerry Culbert, Chairperson; Bill Freeman, Joanne Sheehan, Tom Papon, Al Whitney, Jack MacKeen and Danielle Rocheleau.

#### I. CALLED TO ORDER

Jerry Culbert called the meeting to order at 7:00 PM

## II. PREVIOUS MINUTES

- MOTION made to PASS the October 20, 2011 minutes by Jack MacKeen and SECONDED by Tom Papson. PASSED 7-0

## III. NEW BUSINESS

- Reviewed spreadsheets of needs assessment, space, buildings and land presented by Bill Freeman. Added using the Center as a shelter as additional function.
- Al Whitney reported on visit to Milford Senior Center.
- Joanne Sheehan had identified comparable size communities
- Jack presented MAPC demographics with seniors 60+ projected to increase by 70% and youth and non-senior populations to decline

## IV. COMMITTEE ASSIGNMENTS

- Danielle Rocheleau to work with student government on student needs survey
- Joanne to provide info on comparable communities for future site visits
- Bill will update spreadsheets
- Al will gather results of senior survey
- Jack will build list of organizations to engage with
- Tom will continue with Town Business
- Jerry will manage the committee

## V. ADJOURNMENT

- MOTION made by Bill to adjourn meeting at 8:15 PM

## **October 20, 2011 (#3)**

Present: Jerry Culbert, Chairperson, Bill Freeman, Joanne Sheehan, Tom Papson, Jack MacKeen, Danielle Rocheleau

### I. CALLED TO ORDER

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

### II. PREVIOUS MINUTES

Maynard Community Life Center

- MOTION made to PASS the October 6, 2011 minutes by Jack MacKeen and Seconded by Bill Freeman. PASSED 6-0

### III. NEW BUSINESS

- Jerry welcomed our newest member student Danielle Rocheleau.
- Mentioned the excellent article in the Beacon
- Handout reviewed on the Town Meeting talking points.

### IV. OPEN ISSUES

- Distributed spread sheets that Bill updated for the meeting.
- Discussed the purpose and ranking of each room
- What do we want in the community center for age 2+?
- Next step to poll what people think is the number of rooms needed.
- Talked about using partitions in rooms
- Discussed the potential locations and ranked them.
- Seven sites remained on the list of possibilities for further review.
- Assignments for the November 3<sup>rd</sup> meeting are: Bill will condense the list further, Dawn Capello and Mary Brannelly will meet with the Boys and Girls Club and Patricia DeMars, Athletic Director for the schools.
- Will begin considering demographics and other community centers.

### V. ADJOURNMENT

- MOTION made by Tom Papson to adjourn the meeting at 8:45 PM.

## October 6, 2011 (#2)

Present: Jerry Culbert, Chairperson; Dawn Capello, Vice Chairperson; Al Whitney, Bill Freeman, Joanne Sheehan, Jack MacKeen.

Absent: Tom Papson

### I. CALLED TO ORDER

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

### II. PREVIOUS MINUTES

- MOTION made to PASS the September 15, 2011 minutes by Joanne Sheehan and SECONDED by Al Whitney PASSED 5-0 with one abstain.

Maynard Community Life Center

### III. NEW BUSINESS

- Chairman entertained a MOTION made by Joanne to nominate Dawn Capello for Vice Chairperson SECONDED by Bill Freeman PASSES 6-0.
- Chairman entertained a MOTION made by Dawn and SECONDED by Al to nominate Joanne for clerk. PASSED 6-0

### IV. OPEN ISSUES

- Al wishes the committee to consider the Country Club to be placed on the list of possible locations.
- Jack MacKeen inquired as to who provided the mission statement and was informed that it was the Selectmen.
- Chairman identified the needs as location, senior needs, community needs and recreation. The location should be centralized. A list of possible properties will be forth coming.
- Brain storming of activities took place.
- Regionalization was discussed and had been examined previously.
- Chairman will prepare an interim report for Special Town Meeting.
- Demographics were discussed.
- Mike Chambers will be unable to serve on the committee creating a vacancy.
- A survey will be distributed with the Council on Aging newsletter.
- Meetings are posted at Town Hall and a request to post them in Beacon newspaper was made.
- Input can be solicited through WAVM and the Action Unlimited

### V. ADJOURNMENT

- MOTION made by AL to adjourn the meeting at 8 PM.

## September 15, 2011 (#1)

### **Meeting opened at 7:00 PM**

Meeting called to order

Member Introductions

Organizational discussion:

Election of Chair: Motion to elect Jerry Culbert (DC), second (JC). Motion passes 5-0 (Al Whitney not sworn in)

Discussion: need for Vice-Chair/Secretary? Tabled until next meeting

General Discussion:

1. (JC) "Everyone please read your copy of Open Meeting Law you received from Town Clerk's office"
2. (DC) Mission Statement created by BOS.
3. Meeting Schedule: 1<sup>st</sup> & 3<sup>rd</sup> Thursdays, 7pm Town Hall. Next meeting Oct 6
4. Upcoming meeting objectives:
  - a. Discuss possible uses and locations for Community Center. Current Open Space? Maynard Country Club, 129 Parker St, Coolidge etc. Commercial space? Suggestion made to contact a local realtor for list of commercial space available.
  - b. (AW): Can we get a list of all Open Space owned by Town? Yes. Town Administrator, Mike Sullivan to provide map for next meeting.
5. (JS) Spoke about her experience in Westford re: senior center, recreation center, renovations etc.
6. (BF) Spoke to believing in a holistic approach, need to define uses etc.

8pm Motion to adjourn (TP), second (BF). Motion passes 5-0