MEETING MINUTES
Meeting # 4
November 3, 2011

Approved

<table>
<thead>
<tr>
<th>PRESENT</th>
<th>NAME</th>
<th>AFFILIATION</th>
<th>E-MAIL DISTRIBUTION</th>
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</thead>
<tbody>
<tr>
<td>x</td>
<td>Jerry Culbert</td>
<td>Committee, Chair</td>
<td>✓</td>
</tr>
<tr>
<td>No</td>
<td>Dawn Capello</td>
<td>Committee</td>
<td>✓</td>
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<tr>
<td>x</td>
<td>Bill Freeman</td>
<td>Committee</td>
<td>✓</td>
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<tr>
<td>x</td>
<td>Joanne Sheehan</td>
<td>Committee</td>
<td>✓</td>
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<tr>
<td>x</td>
<td>Tom Papson</td>
<td>Committee</td>
<td>✓</td>
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<tr>
<td>x</td>
<td>Al Whitney</td>
<td>Committee</td>
<td>✓</td>
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<tr>
<td>x</td>
<td>Jack MacKeen</td>
<td>Committee</td>
<td>✓</td>
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<tr>
<td>No</td>
<td>Mary Brannelly</td>
<td>Committee</td>
<td>✓</td>
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<tr>
<td>x</td>
<td>Danielle Rocheleau</td>
<td>Committee</td>
<td>✓</td>
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</tbody>
</table>

Additional attendees (guests): 3

**November 3, 2011 (#4)**

Present: Jerry Culbert, Chairperson; Bill Freeman, Joanne Sheehan, Tom Papson, 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

Committee - 2 -
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 3rd 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.
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 forthcoming.

• Brainstorming 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: 1st & 3rd 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