



## **MAYNARD COMMUNITY LIFE CENTER AD-HOC COMMITTEE**

### **MEETING MINUTES**

#### **Meeting # 5**

**November 17, 2011**

### **APPROVED**

<b>PRESENT</b>	<b>NAME</b>	<b>AFFILIATION</b>	<b>E- MAIL DISTRIBUTION</b>
x	Jerry Culbert	Committee, Chair	✓
x	Dawn Capello	Committee	✓
x	Bill Freeman	Committee	✓
x	Joanne Sheehan	Committee	✓
x	Tom Papon	Committee	✓
x	Al Whitney	Committee	✓
x	Jack MacKeen	Committee	✓
x	Mary Brannelly	Committee	✓
x	Danielle Rocheleau	Committee	✓

Additional attendees (guests): 2

### **November 17, 2011 (#5)**

Present: Jerry Culbert, Chairman, Dawn Capello, Bill Freeman, Joanne Sheehan, Tom Papon, Al Whitney, Jack MacKeen, Mary Brannelly and Danielle Rocheleau

Jerry Culbert called the meeting to order at 7 PM.

MOTION made to Pass November 3, 2011 MINUTES by Al Whitney and SECONDED by Jack MacKeen. PASSED 9-0

Jerry asked Bill Freeman to present his updated spreadsheet on rooms and locations which he did. There was mention of having adequate outdoor space and a shelter.

New information was shared by Dawn Capello in regard to outside interest on 111 Powder Mill Rd., 129 Parker St. to go on the auction block again, Babbico's building for sale for .5 million, 81 Parker St. next to Boys and Girls Club for sale for \$214,900. And if combined with the club is a full acre. Maynard Country Club after purchase and sale will form and independent committee to review the use of the property and she will have a discussion with Clock Tower lot if the committee so wishes.

The committee spoke favorably of Dawn having the discussion with Clock Tower.

Al Whitney expressed interest in a regional Center with Stow. Al and Tom Papson will visit the Stow Council on Aging (COA).

Jack offered to visit the Lincoln COA who is going through the same process as us. Jack reminded us that we are doing a feasibility study.

Joanne Sheehan identified 45 communities in MA with a similar senior population of 2,000 – 3,000 and 20 of the communities have a similar town population of 10,500 – 15,000. Six communities of the 20 were mentioned by Joanne for possible site visits. May Brannelly mention we should visit the Boys and Girls Club in Brewster and Barnstable.

Al and Tom Papson will visit the Stow Council on Aging (COA).

Dawn, Mary Brannelly, Joanne and Jack will visit Weston Community Center, Fairbanks Community Center, Harvey Wheeler Community Center, Hunt Recreation Center and Bedford Town Center. They will ask similar questions at each facility and report back to the committee.

Jack asked for input on the list he generated on who we need to make contact with. Additions of Masons, Knights, Excel Program, Eagles, Churches, Minuteman Senior Services, Middlesex Chamber, Rotary and Business Organization were shared.

Danielle Rocheleau shared the results of the survey completed by two classes in each of the grades 7 – 12. The students had strong interest in a pool, stage, T.V., function room, outside area, gym, music, computer, playground, and cafeteria/lounge. Older students were most interested in jobs.

Mary asked Danielle if she could provide a written summary of her survey for all of us.

Al said that Marcia Curran the COA Director will compile the senior survey which went to 1,683 senior households as part of the newsletter.

Dawn and or Mary spoke with Boys and Girls Club, School Business Manager, Athletic Director, and soccer leagues. They all agreed that the demand for such a facility is there. There are 200 active seniors in the club along with those at the COA, adult programs need a facility. Need for Recreation or Boys and Girls Club but not enough population to support both. School business manager produced a spreadsheet of all groups that request space.

Town Administrator, Michael Sullivan will be present at the next meeting. Jerry will provide him and idea of questions we may have so he will be prepared. Some questions will include status on properties, legalities of joint town/non-profit facility and timeline for town meeting.

Jerry addressed where we need to be for spring town meeting. Assignments were made.

MOTION made by Jack to adjourn the meeting at 8:50 PM.

### 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.

Maynard Community Life 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

- 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.

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- 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.

#### 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)

Maynard Community Life Center

Committee

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