

# TOWN OF MAYNARD SENIOR CENTER COMMITTEE

## Meeting Minutes

**February 15, 2024, 7pm**

Hybrid meeting (in-person at 195 Main Street, Maynard, and remotely via ZOOM)

*(This public meeting was recorded.)*

Present:

Jerry Culbert, Chair

Deb Roussell, Vice Chair

Dan Shields, Clerk

Mary Mitzcavitch

Paul Guthrie

Jack MacKeen

Mary Ann Bassett

Joshua Morse

Amy Loveless

Stephanie Duggan

Linda Holt (Liaison, FinComm)

Lindsay McConchie (Liaison, CapPlan)

Chris DiSilva (Liaison, Select Board)

Absent: Liz Drury

### **1. Meeting Opening**

Jerry Culbert called the meeting to order at 7:01pm.

### **2. Acceptance of Prior Meeting Minutes**

This action was deferred to the next scheduled Committee meeting.

### **3. Updates Regarding Data Gathering from Prior Research Efforts**

- **Senior Center Focus Group (SCFG):** Jack MacKeen discussed SCFG's recent work to gather 33 documents for consideration; a tracking worksheet was displayed during discussion.
- **Council on Aging Board (COA):** Amy Loveless indicated data gathering work isn't yet completed.
- **Friends of Maynard Seniors (FOMS):** Mary Ann Bassett indicated that due to the nature of FOMS' mission [financial and operational support for Maynard COA], they've not done facilities-related research.
- **At-Large, Town Hall, and Liaison members:** no documents to submit at present, although Josh Morse indicated he will review documentation from his previous service on the Capital Planning Committee, in case any information is relevant re finding a better Senior Center facility site.

### **4. New Business**

**Working Group to Review Prior Research Documentation:** Jerry Culbert discussed the need for a Working Group to go over documents related to prior research on possible Senior Center facility sites. The Working Group would determine which of these documents have any ongoing relevance and what work would be needed (if any) to finalize them for use by the Committee as an official starting point for our work and serve as a historical perspective of previous work.

Jerry noted that with our committee having 11 voting members, a Working Group would need to have five or less members to not constitute a quorum of the full Committee. Jerry requested that the Working Group complete their work in time to report to the full Committee at the next scheduled meeting (March 7, 2024).

**A motion was made** by Dan Shields and seconded by Stephanie Duggan to form a **Working Group** as discussed, with the following members: Jack MacKeen (for SCFG), Paul Guthrie (for COA), Mary Ann Bassett (for FOMS), and Dan Shields (for AL), with Dan Shields serving as Clerk. **Motion carried 10-0.**

In response to a question from Jack MacKeen, Dan Shields indicated he can provide a private cloud-based **repository for Working Group documents** and has already worked with Town of Maynard's Greg Wilson to set up a public repository for the final set of documents submitted by the Working Group for use by the full Committee.

The question of whether there should be a **Town of Maynard budget line item** established for Maynard Senior Center facilities lease/purchase was discussed, whether unfunded or funded with a nominal amount such as \$5,000. Discussion included that a related line item had already been created via a previous Town Meeting action to provide funding\*. It was also noted that FOMS is in possession of a \$17,500 appropriation received via efforts of Massachusetts State Rep. Kate Hogan. After much discussion it was agreed without vote that Chris DiSilva would make initial inquiries with the Town of Maynard re what steps would be followed for initial funding of a lease obligation for a better short-term Senior Center facility, should a suitable location be identified.

\* - The 5/16/2023 Town Meeting, under Warrant Article #4 concerning FY2023 Free Cash Appropriation, as amended, funded "**Council on Aging – Costs towards a Senior Center or any assessment to study to the needs of senior population \$35,000**".

## **5. Public Comments**

(none offered)

**A motion was made** by Jack MacKeen and seconded by Deb Roussell to adjourn. **Motion carried 10-0.** Meeting adjourned 8:08pm.

**Next meeting:** Thursday, March 7, 2024, at 7:00pm.

Approval date: 03/07/2024



Dan Shields, SCC Clerk

## **Documents**

- **MSCC 2024-02-15 Agenda v3 final.docx**