

TOWN OF MAYNARD SENIOR CENTER COMMITTEE

Meeting Minutes

April 4, 2024, 7pm

Fully Remote meeting (via ZOOM)

(This public meeting was recorded.)

Present:

Jerry Culbert, Chair

Deb Roussell, Vice Chair

Dan Shields, Clerk (arrived late)

Mary Mitzcavitch (arrived late)

Paul Guthrie

Jack MacKeen

Mary Ann Bassett

Joshua Morse

Amy Loveless (arrived late)

Stephanie Duggan (arrived late)

Linda Holt (Liaison, FinComm)

Lindsay McConchie (Liaison, CapPlan)

Absent: Liz Drury, Chris DiSilva (Liaison, Select Board)

1. Meeting Opening

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

2. Acceptance of Prior Meeting Minutes

Minutes for 3/21/2024: A motion was made by Deb Roussell and seconded by Paul Guthrie to approve the minutes as presented. **Motion carried 6-0.** (One member was absent, three not yet arrived, and one abstained due to absence in the prior meeting.)

3. Maynard Peers Update

The Select Board's **Jeff Swanberg** led the discussion of a recently developed presentation, **DLS** (Department of Local Services) **Peer Analysis**. The biggest takeaways from this presentation were the list of towns that are "most like Maynard" in terms of population and density, total property value, annual budgets, tax bills, etc. as well as having its own school district and being within 60 miles of Maynard (to help exclude non-useful comparisons to towns in completely different economic environments) and that the eight towns shown to be "most like Maynard" should be prioritized when comparing existing Senior Center facilities and services.

4a. Working Group Report: Prior Research Documentation

Dan Shields reported that **this Working Group has now completed its work** by publishing the 52 documents on prior facilities-related research originally submitted to the full SCC in the meeting of March 7, and approved for publication by SCC vote on March 21. The documents are publicly viewable via the "Resources" link in the upper-left area of the SCC webpage.

4b. Working Group Report: FAQ Page

Deb Roussell reported that the **FAQ Page WG** has now compiled a second group of FAQ and corresponding answers and submitted them to Dan Shields for being uploaded to the SCC webpage. In follow-up to a prior question, Amy Loveless clarified that the Town's annual grant from the State for Senior Center program expenses was \$14 per Senior times the **2,691 seniors identified in the 2020 Federal Census**, regardless of the fact that number of resident seniors in Maynard is now much greater.

4c. Working Group Report: Finance

Josh Morse returned to a document presented in the prior meeting, "**Opportunities and Challenges for the Maynard Senior Center Funding Scenarios**". During discussion, Josh reduced the estimated outlay for the Feasibility Study [required for creating a long-term facility solution] and reordered the first three scenarios based on the consensus opinions expressed. Without vote, the SCC consented to the idea for the **Finance WG** to discuss the first three options with the Town and request a tax impact estimate, toward the objective to have a Warrant Article created and presented for vote in the Fall 2024 Special Town Meeting. It was emphasized that we would need to reverify the estimated required annual funds (i.e. lease plus increased utilities and staffing costs) before working with the Town on this initiative. It was also recognized that estimated annual lease cost figures may be unreliable without having received responses to an RFP or a non-binding Request for Information (RFI) issued by the Town.

5. New Business

Jerry Culbert segued from the Finance WG discussion to call for the establishment of a new **Real Estate Review Working Group** (perhaps including Jack MacKeen, Josh Morse, Jerry Culbert, and 1-2 other SCC members), to evaluate potential sites for short-term leasing and also long-term acquisition and conversion. Linda Holt also suggested coordinating with certain members of the Economic Development Committee who are Realtors and thus very well informed re property availability and market conditions. After further discussion, **a motion was made** by Dan Shields and seconded by Deb Roussell to establish a new **Real Estate Review Working Group** to evaluate potential short-term and long-term sites, to be headed by Jerry Culbert. After pausing to consider Agenda item 4d (below), a vote was held; **Motion carried 10-0**.

4d. Working Group Report: Senior Center Visits Coordination

Linda Holt spoke for the **Senior Center Visits Coordination Working Group**, indicating an initial meeting had been held (Mary Mitzcavitch, Mary Ann Bassett, Linda Holt, and the COA's Peg Brown) identifying potential Towns to be visited and developing a questionnaire to track "what we would look for" in such visits. Mary Ann Bassett confirmed work has already begun to set up appointments with as many as eight existing Senior Centers hopefully to be visited within the next month.

6. Public Comments

(none offered)

A motion was made by Josh Morse and seconded by Deb Roussell to adjourn. **Motion carried 10-0**. Meeting adjourned 8:40pm.

Next meeting: May 2, 2024 7:00pm (determined after conclusion of 4/4/24 meeting)

Approval date: 05/02/2024



Dan Shields, SCC Clerk

Documents

- **MSCC 2024-03-21 Minutes v2.docx**
- **Peers BSC 27FEB24.pdf**
- **Opportunities and Challenges for the Maynard Senior Center Funding Scenarios v2.docx**