

TOWN OF MAYNARD
SENIOR CENTER COMMITTEE
Meeting Minutes

December 5, 2024, 7pm

Final 12/10/2024

Hybrid meeting (in-person at 195 Main Street, Maynard, and remotely via ZOOM)
(*This public meeting was recorded.*)

Present:

Jerry Culbert, Chair
Dan Shields, Clerk
Paul Guthrie
Jack MacKeen
Mark Koenig

Mary Ann Bassett
Amy Loveless
Stephanie Duggan
Linda Holt (Liaison, FinComm)
Chris DiSilva (Liaison, Select Board)

Absent: Deb Roussell, Vice Chair; Mary Mitzcavitch; Joshua Morse

1. Meeting Opening

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

2. Acceptance of Prior Meeting Minutes

Minutes for 11/21/2024: A motion was made by Dan Shields and seconded by Mary Ann Bassett to approve the minutes as presented. **Motion carried, 6-0** with one abstention and one member arriving after the vote.

3. Working Group Report: Real Estate Review

Jerry Culbert introduced the discussion of the Select Board meeting of TU December 3, wherein the Select Board - without a formal vote - indicated their support for Town Administrator Greg Johnson to commence the RFP process for the procurement of leased space for an Interim Senior Center. Amy Loveless noted the COA is currently working through documentation assembled by the SCC and will meet on TU December 10 to work on drafting the specifications needed to create the RFP. Jerry and Amy discussed that while the RFP process is driven by the TA with primary support from the COA, the SCC's Real Estate Review Working Group may be asked to assist. In response to a question from Linda Holt, Amy noted there is no specific timeline yet established for the completion and issuance of the RFP.

4. New Business (none)

5. Public Comments (none)

6. Next Meeting: Thursday January 16, 7pm, as a **Hybrid Meeting**, unless Jerry Colbert believes an earlier next meeting date is warranted. In the interim period, updates regarding the RFP development process could be issued by email to SCC members without the need for a posted SCC meeting.

7. Adjournment

A motion was made by Stephanie Duggan and seconded by Jack MacKeen to adjourn. **Motion carried**

8-0. Meeting adjourned 7:34pm.

Approval date: 1/16/2025



Dan Shields, SCC Clerk

Documents

- **MSCC 2024-12-05 Agenda v2.docx**
- **MSCC 2024-11-21 Minutes v2.docx**