

Senior Center Building Committee Meeting Minutes
April 24, 2023

In Attendance: Bobbi Grant, Rita Vail, Gary Weiner, Mike Fedora, Carol Keeney, John Flynn (ex-officio), Don Collins, John Matthews, Becky Moriarty (ex-officio)

Guests: Mike Doran

Don Collins, filling in for the chair, called the meeting to order at 11:02AM.

Minutes from 4/10/23. Gary made a motion to approve. Bobbi seconded. All in favor. With correction Cliff Bombard was not in attendance at the last meeting.

Bobbi asked about automatic flushing toilets regarding the building code. Convenient for ADA. The Town Building Inspector can provide information about the code regarding toilets and bathrooms.

Survey Discussion

- Bobbi distributed a sample survey that is subject to change.
- Carol asked why you need an age on the survey and why the age groups were limited. Bobbi explained her thoughts on the age groups and some of the other questions on the survey. Wants to keep the survey to one page. Rita expressed a desire to have the survey available everywhere. Put the survey in the Scribe, Times, Facebook, Website, at the senior center, etc. The more circulation we have, the more responses we will get. If the group wants to hand out at the town meeting, the group will need permission from the Moderator (Rick Green) to hand out at the check in table. Will need a box to collect the surveys at the meeting.
- Becky talked about different age groups and expanding the list on the survey. Also asked about the potential of asking if evening hours would be desirable.
- John Matthews asked about question 10. Should there be a list of programs that are available currently? The group thinks that would lengthen the survey too much.
- Discussion about question 3 and what the information would be used for.
- Add senior housing to question 3.
- Do we add incentive to completing the raffle? The group does not feel it is necessary.
- The survey works well for the town meeting, but then how do we get it out to the households in town? Could we do a mass mailing? What would the costs be to mail to every household. The Friends of Hampden Seniors do not have a bulk mail permit, but Rita and Bobbi will ask the Friends if they would pay for the mailing.
- Becky will investigate Survey Monkey to use for online survey.
- Suggestion to add a respond by date on the survey.
- Gary asked John Flynn about the budget for the committee. Up to \$10,000 was approved by the Board of Selectmen for Public Participation. (Combination of wetland money and future discussion about public participation).

Motion: Move forward with survey to be used at the town meeting and follow up with a mailing, online, etc., and distribution throughout the town. Rita Vail motion. Gary Weiner Seconded. All in favor.

- John Matthews asked about having another building committee meeting before the next scheduled meeting to review the survey. Discussion about getting feedback via email from committee members, however that could be in violation of the Open Meeting Law.
- Gary summary: review ages, leave 3 & 4, add senior housing, add #12 if the senior center offered evening programs, would you attend?

- Review of the survey. Add something at the top with an explanation for why the survey is being done. The Hampden Senior Center Building Committee is seeking your input as the group moves forward in exploring renovations/expansion possibilities for the Hampden Senior Center.
- Question 6: Rita would like to eliminate this question. Rita moves to eliminate question 6. Carol seconded. All in favor.
- Rita will make copies as needed for the town meeting on blue paper.

Needs Discussion

- Review the handout provided by Don at the last meeting.
- Carol asked where the Veteran's agent meetings are currently being held. Becky explained that we currently don't have a Veteran's agent, but meetings were held in the craft room.
- Rita explained that the AARP tax preparation program is done in a larger space as opposed to a smaller office. It is not a one-on-one program, but rather 5 tax preparers together in one room.
- Gary: committee is charged with renovation/expansion for the senior center. There are two different kinds of needs. One is physical space for furniture and office space/staff. The other is a place for programs. Gary requested the list on a spreadsheet so the committee could rank priorities. At some point the committee will have to vote on renovation or addition or both. A priority list could dictate necessary square footage. Discussion about how the spreadsheet system will work.
- Carol asked about the use of laptops and if we had laptops, where would they be utilized inside the building?
- Rita discussed prioritizing the needs very specifically and determine what can be accomplished within the building, is that then the time that an architect would be called in to look at what the options are? Gary responded with yes. Discussion followed regarding steps to be taken after the needs are delineated.
- Carol asked about the "other items" as noted on the list distributed by Don would be added on as a need list.
- Gary explained that the bathrooms can be updated now with new toilets and new grab bars and that can be done even if a renovation is done.
- Gary will do a spreadsheet layout and distribute it to the committee at the next meeting.
- Rita stated that each committee member should do "homework": look at existing needs list and put his/her own needs priorities in place before the next meeting.
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Public Comment

Mike Doran: A few meetings ago it was discussed about putting something out about the project. There was a presentation at the Advisory Meeting and there will be a presentation at the Annual Town Meeting.

- Question about having a reporter at the next meeting. Yes, this is always allowed at an open public meeting.
- Bobbi Grant would it be a good idea to put an ad in the Reminder or the Times? Becky explained how information about the senior center gets into the Times.
- John Flynn explained that the committee is currently "under the radar" but once the survey goes out it could increase the number of people that want to come to the meetings.
- Question about the Annual Town Meeting and what the presentation will look like and if there will be a power point presentation. Don states that perhaps the power point presentation is premature at this time.
- John Flynn asked if the committee thinks there could be a warrant article on the Fall Town Meeting warrant for further design costs.

- Survey return date should be May 30th. To allow time for the committee to vote and create an RFP and then present to the town.
- Fall town meeting request would be for only design services.
- Bobbi asked what it will take to get the project moving forward. Explanation that there are a lot of steps that need to happen before any major renovations/expansions can be done.

Meeting adjourned at 12:21 PM Rita Vail motion to approve. Gary Weiner seconded. All in favor.

Next Meeting May 8th.

Next Meetings: May 8th (Town Meeting); May 22nd

Respectfully Submitted for the Secretary: Rebecca C. Moriarty, Executive Director (Ex-Officio)

ZOOM Recording:

<https://us06web.zoom.us/rec/share/ZNKA6JSUNfD3MCroPyAKUjs88VnPd64L-D0GFdfDzqMbLZoH-NHXOf3yx-nFe54.WVebGtT6VjE7hL40>

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