

DOVER COMMUNITY CENTER BUILDING COMMITTEE

COMPOSITION AND CHARGE

The Dover Community Center Building Committee shall initially consist of 7 members: 5 appointed by the Board of Selectmen, 1 by the Parks and Recreation Commission, and 1 by the Council on Aging. The Board of Selectmen may appoint two additional members at any point as needed to facilitate the work of the committee. Members may serve for the duration of the project. However, the Board does recognize and will accommodate the wishes of members whose interests and expertise are in the area of planning (Phases I and II) versus implementation (Phase III). In the event of a vacancy, said vacancy shall be filled in the manner of the original appointment.

The Dover Community Center Building Committee is responsible for the strategic planning, design, and construction of one or more buildings to provide space for a variety of current and foreseeable community, civic, and municipal activities and uses. The Dover Community Center shall have exclusive use of the Caryl School site. Its style and architecture shall be in keeping with those of the Library and Town House.

The work of the Committee shall be divided into three specific phases:

- Phase I: Strategic Plan
- Phase II: Conceptual Design
- Phase III: Final Design and Construction

The Dover Community Center Building Committee shall address the following critical issues during Phase I:

- A priority list of uses, a space program, and the overall size for the Center, making full use of the wealth of data, information, and survey results contained the Report of the Committee to Study the Future of the Caryl School.
- The desirability and total life cycle financial implications of three strategic approaches:
 1. Full renovation of all or portions of the existing building (full renovation as defined in CSFCS Report)
 2. Hybrids of new construction and major renovation of specific portions of the existing building
 3. Completely new construction
- The desirability and feasibility of major fund raising programs to secure private funds for major components or spaces in the Community Center.
- The nature, desirability and feasibility of private/public partnerships and revenue generating programs that could offset operating costs and future capital costs.

- Other issues as defined by the Committee and approved by the Board of Selectmen.

In response to the approval of Article 12 at the 2007 Annual Town Meeting, the Board of Selectmen will create and impanel the sub-committees listed below under the direction of the DCCBC. The BOS will sponsor a meeting of the DCCBC and sub-committees to present project briefs and insure consensus on the process and expectations of these sub-committees:

Alternative Sites Committee: to explore the feasibility of meeting some or all of the needs identified by the CSFCS & DCCBC at sites other than the Caryl School site, including a residential conversion & other Town-owned property, including Whiting Road, the Town House, Library and schools.

Public-Private Partnership Committee: to identify and explore the feasibility of entering into partnerships with non-municipal organizations to develop, finance and/or lease some or all of a facility on the Caryl School site.

Gym/Physical Activities Committee: to research the need, usage and projected income from the physical activity spaces in the DCC (i.e., full-size gym, dance & movement studio, and the multi-use activity rooms) and to provide information on the usage and availability of other gym space within Dover. It is expected that this Committee will work directly with Parks & Recreation Commission to present a thorough justification and vision for the gym's use.

Great Room Committee: to research the need, usage and projected income from a Great Room with kitchen, including providing information on the availability of other similar spaces in Dover, and present a thorough justification and vision for the Great Room's use.

These subcommittees should use all information available from previous efforts, as well as revisiting areas where more current information is necessary and/or beneficial. All committees will be expected to keep the DCCBC up-to-date on their activities and findings, including a final report that details their findings, supports their recommendation and presents the pros/cons of alternatives.

The Committee and sub-committees shall meet with the Board of Selectmen at the beginning of the project to discuss a new project brief developed by the Board which contains a number of suggestions and guidelines for the sub-committees. The DCCBC shall report to the Board of Selectmen at regular intervals throughout the process. The Committee shall conduct at least one public forum to present interim conclusions and recommendations and to receive citizens' comments and inputs prior to making final recommendations to the BOS.

The DCCBC will not enter into additional design activities with the architect as provided for in Article 12 until the sub-committee reports have been received, studied, presented to the BOS, and decisions have been made by the BOS and DCCBC on how to proceed.

The primary emphasis in Phase II shall be on the following activities:

- The initial design of the Center including the development of plans, renderings, and cost estimates sufficiently detailed to enable a Town Meeting vote on a project to complete its design and construction.
- The identification and evaluation of alternative and innovative design and construction processes that could be used in Phase III.
- The development of a public/private financing plan (if such is found to be desirable and feasible).

The Dover Community Center Building Committee shall recommend to the Board of Selectmen a scope of work for the hiring of an architect/engineer to assist in the architectural aspects of Phase I and Phase II. The Committee, at the conclusion of Phase I, shall issue a written report containing its recommendations regarding the critical issues considered. The Committee, at the conclusion of Phase II, shall issue a written report containing the initial design for the Center, the recommended implementation plan for Phase III, and the public/private financing plan. Given the progress through FY07, the Board of Selectmen is hopeful that the Committee can complete Phases I and II in time for the 2008 Annual Town Meeting, although our primary concern is to ensure thorough and thoughtful deliberation concerning a facility that will serve the Town for the 21st Century.

April 28, 2005
Amended June 21, 2007