

Dover Community Center Building Committee
Meeting of September 10, 2008
Minutes

Building Committee Members Attending: David Billings, Samantha Burman, Jane Hemstreet, Carol Lisbon, Alison Piper, Nancy Simms, Ford Spalding, Kathy Weld & Dana White

Other Attendees: Selectman David Heinlein, Selectman Joe Melican, Scott Seidman (Warrant Committee) & Richard J. Benevento President of Land Strategies

Meeting was called to order at 7:00PM in the Town Hall Selectmen's meeting room.

Dave Billings introduced Richard Benevento and the subject of how to determine the highest and best use of the property if developed and occupied by a private developer. Richard recommended that the Town 1) Determine the town's objectives for the Town Center as a whole, and 2) Once the objectives are defined send out a Request for Proposal based on predefined objectives for the Caryl School site and building.

The process could include a Gap Analysis which includes an analysis of what types of businesses and uses are not in the area but would be beneficial to the community and neighboring communities.

The town, in advance of a RFP, could make zoning changes for the property to meet our town goals and objectives for approved uses for the property.

After Richard left the meeting at 7:55PM the Committee recommended that Dave Billings and his committee bring to us their recommended RFP at the September 24th meeting. The committee recommended that the RFP be broad and that we not define objectives or zoning changes too specifically. The town owned property on Whiting Road should also be discussed

The Committee amended and approved the August 12, 2008 Minutes.

The Committee then discussed the attached document dated September 10, 2008 which serves as a Progress Report. The results of the discussion are written in *Italic* print.

Future Meeting Dates (All meetings in Selectmen's meeting room, Dover Town Hall at 7PM):

September 24
October 22
November 12
December 3
December 17

Meet the 2nd * & 4th Wednesday for 2009.

The meeting adjourned at 8:50PM

Respectfully Submitted:
Ford Spalding, Chair

Dover Community Center Building Committee

We started meeting on September 6, 2007. I suggest we check on our progress since that date by taking stock of **where we are as of September 10, 2008** and **what we want to accomplish by January 1, 2008**

- 1) Determine if **Programs** indicate if we need a Community Center

We need to identify through groups like COA, Park & Recreation, and other community groups what indoor activities and programs are needed, requested and desired. We need to understand further what programs are being conducted in the current building. Programs need to be expanded now into all existing space to help determine true "need".

- 2) Determine if the Community Center needs a separate **Athletic Facility**. We did determine that it should be located adjacent to the Community Center Building if there is demand for it.

The Committee feels that an Athletic Facility is not only desired but a must. Indoor physical activity programs need to be identified that would be held in an Athletic Facility (similar to the Middle School Gym). The facility at the Charles River School was identified as the type of facility that could be functional for our purposes.

- 3) Determine **where the Community Center should be located**: At the current Caryl School Building site or adjacent to the current Library.

The first task is to see if there is any interest in private development of the site and building. Dave Billings will bring to the September 24 Building Committee a draft RFP. If there is no acceptable interest in the property then the Community Center should be at the current Caryl School site. The other option we are considering is adjacent to the current Library.

- 4) It can only be located adjacent to the Library **if an alternative use to the Caryl School Building** and/or site can be determined. This is in whole or in part. What are the acceptable alternative / income producing uses that are acceptable to the Town and acceptable to developers / potential outside businesses?

See #3

- 5) Can we use the **existing Caryl School Building**?

A sub-committee is currently exploring this option and Dick Malcom, Carol Lisbon & Ford Spalding will meet with Don Mills of Mills Whitaker Architects, LLC to discuss what the costs are to bring the building up to code and/or how we can meet our program objectives assuming a phased renovation.

- 6) Should we use a **modified existing Caryl School Building**?

See #5. A smaller current building will also be reviewed based on program space requirements.

- 7) Should we construct a new **Community Center Building**?

The Committee felt that much of this work was done by the previous Building Committee and it is too early in this process to determine this objective.

- 8) What options and plans do we recommend for the **Town owned building on Whiting Road**?

This still needs to be addressed.

- 9) What should we be doing concerning on going **Town wide committee Publicity**?

The Committee felt it was too early to address this issue. But in the meantime Ford Spalding will attend occasional Selectman meetings to report on progress.

Italic print are part of the September 10 Committee discussion.

