

## **Caryl Community Center Building Committee**

Meeting of August 26, 2009

Minutes

CCCBC members present: Samantha Burman, Jane Hemstreet, Geoff Sauter, Nancy Simms, Ford Spalding, Nancy Weinstein, Kathy Weld, and Dana White

Other attendees: Carol Lisbon, Selectman; Don Mills, Architect; Rich Oasis (Park & Recreation), and Barbara Murphy (COA)

The meeting was called to order at 7:00PM in the Selectmen's Meeting Room.

The minutes of July 22, 2009 were approved.

Ford Spalding announced that the Selectmen have renamed the committee to the Caryl Community Center Building Committee and the building name will be the Caryl Community Center.

Carol Lisbon reported that she met with Valarie Spriggs, Superintendent of Schools. Carol asked that the Superintendent get back to the Board of Selectmen by January 2010 as to:

- 1) The CDC plans for a FY2011 lease.
- 2) Can the CDC commit to a long term lease to include paying for necessary upgrades & code requirements? The Committee discussed the design issues that are created based on the CDC using / not using the building. A resolution of the CDC continued and future use is critical to our planning. Our Committee may need to generate estimated capital costs based on their requirements.

We understand that the CDC has vacated the Art room on the 1<sup>st</sup> floor. The Committee asked that the Council On Aging and Park & Recreation consider programs that would use that room.

At 7:15PM the Program Sub-committee adjourned to the Council on Aging room on the ground level.

The Building Sub-Committee consisting of Ford Spalding, Geoff Sauter & Samantha Burman remained along with Don Mills, Rich Oasis, Carol Lisbon & Barbara Murphy.

Don Mills reviewed the current site plan of the Caryl Building and lot. He discussed with the committee possible scenarios to use the building and land that included:

- 1) Including the Athletic Gym space within most of the current building envelope placing it on the 2<sup>nd</sup> floor of the 1910 part of the building. Having the option of maintaining the current small gym space and/or convert it to another use.

- 2) Don Mills felt an additional structure (Athletic Building) would create issues with parking, access to and from the property, and septic expansion issues.
- 3) Don Mills discussed the use of the building by the primary occupants: Council on Aging and Park & Recreation.
- 4) Don Mills discussed the Code requirements for the building as well as the issues of replacement of the heating system and the possible inclusion of air conditioning. Also discussed was the need to upgrade the bathrooms as they were built for elementary school children.

The sub-committee discussed the need to meet and discuss with the Park & Recreation Commission their anticipated use of an Athletic Gym and the programs that the space will be used for, Ford Spalding will contact their Chair to see if Don Mills and Ford Spalding can meet with them at their regular meeting on October 7 at 7:30AM. Don Mills will prepare information for them to review prior to that meeting.

Carol Lisbon suggested the Committee meet with the Board of Selectmen late in the fall of 2009 for an update as we think about Town Meeting requests. We discussed the possible request of money to support developing Schematic Design and Pricing for a planned future renovation. A Town Meeting request would give us the opportunity to discuss the Caryl Community Center renovation plans and options. The suggestion was also made to have it on an election ballot for the spring elections after Town Meeting.

The Building Sub-committee adjourned at 8:30 p.m.

Respectfully submitted,  
Ford Spalding

**Program, Operations & Management Sub-committee Minutes:**

Sub-committee members Weld, Weinstein, Simms and Hemstreet met separately to edit a draft questionnaire which will be used by the committee in interviewing other community centers. The results of this survey will assist the committee in creating a management and operations model for the Caryl Community Center.

Nancy Simms will create a chart for data collected regarding User Groups and Uses. Kathy Weld will incorporate the edits from this meeting into the draft document and circulate to committee members for further editing as needed.

The committee will meet on September 9, 2009 to approve the final questionnaire, make interview assignments, share information already gathered from past site visits, and refine the process of interviewing and compiling the information gathered.

The Program, Operations & Management Sub-committee adjourned at 9:10 pm.

Respectfully submitted,  
Kathy Weld