

Holliston Community Center Task Force
Meeting Minutes

Date: 13 May 2013

Location: Selectmen's Meeting Room 105, Holliston Town Hall

1. Meeting Called to Order at 7:25 by Carl Damigella, Chairman. Task Force members in attendance: Carl Damigella, Kristen Hedrick, Michele Goldberg, Tom O'Leary, Heidi Schreuder-Gibson, Mark Ahronian and Bob Malone (6 members required for quorum).
-Audience in attendance: Bobby Blair, Holliston Net News; Kevin Conley, Holliston Town Selectman
2. Public comment: there were no public comments offered.
3. Approval of 1 April 2013 Minutes – unanimously approved.
4. Discussion of Goals, Objectives and Tasks. Heidi did not receive any further comments on the Town Department/Group survey, and it is ready to distribute to the following departments and groups: Veteran's Affairs, HCAT, Historical Commission, Council on Aging, Recreation Department, School Department, Fire Department, Highway Department, Youth & Family Services. Two departments have provided input: Recreation Department has filled out the survey – Kristen will send to Heidi. Council on Aging provided their own description of building requirements for the Senior Center, as the input could not be adequately captured by the survey format.
5. Report from group visit to Wilde Company building. On 9 April 2013, members of the Community Center Task Force (CCTF) and Selectmen and Town departments met at the Wilde Company building at 200 Summer Street and toured the building, surveying the space available for potential occupation and operation of town functions, including a combination of senior center activities and recreation department activities. The building is over 80,000 square feet on 16 acres. There is a 30,000 square foot open space. The building features a large warehouse attached to extensive office space (containing cubicles for over 100 people, conference rooms, reception area, and loading docks and work bays all in one building. The group found that there was sufficient parking to accommodate multiple town department and group activities; the warehouse was sufficient for a small gymnasium, and there were multiple entrances that could serve many different departments. Further discussions with the realtor revealed that the building would be sold in May, so the CCTF needs to determine what the new owner will be willing to do with the property – sell or lease. Carl Damigella will be following up with discussions on possible leasing options for town use. The CCTF group discussed the potential for various department functions within the building, including Recreation Department offices and classes, Senior Center offices and function rooms with shared gym, Youth and Family Services offices and activities rooms, offices for Historical Commission and Veteran's Affairs with meeting rooms, and potential space for: Department of Public Works, HCAT studios, and possibly location of a fire truck and ambulance. There

was concern expressed about the emergency vehicles and the potential for disruption of other operations in the building.

6. Other business: The CCTF has now identified the most promising site for a combined senior center and community center that can also serve the needs of other Town departments and groups. Next, the CCTF needs to:
 - a. Conduct a Survey of Needs/Costs of Operations of the potential occupying departments.
 - b. Conduct a cost/benefits analysis for Selectmen's meeting
 - c. Investigate the statues of lease/own options for the Wilde Bld at 200 Summer St.
 - d. Estimate the cost for minor renovations for rapid occupancy in 2013
 - e. Plan for occupancy
 - f. Publicize the new facility
 - g. Form fundraising groups
 - h. Turn over to building committee for renovation plans

Comments: considerations that were discussed:

- a. What will be the cost to run the building and the programs (utilities, maintenance, reception/building management)
- b. Reception can be minimized (initially) by using "my admission" check-in software at entrance.
- c. The facility can offer new functions for the Town, including an emergency shelter location (with the right supplies, showers, laundry, etc)
- d.

7. Action Items:

- Heidi send out Department Survey to Town groups and departments
- Heidi still needs to list top ten facilities features from prior community center tours.

Next meeting: scheduled for Monday 3 June - at 7pm.

Meeting Adjourned at 9:00pm.

Respectfully Submitted

By Heidi Schreuder-Gibson, Secretary of the Holliston Community Center Task Force.