

SOUTHAMPTON SENIOR CENTER BUILDING COMMITTEE

Committee Charge

The Committee is established by vote of the Select Board on September 12, 2023.

It shall consist of:

Seven (7) voting members including the COA Board Chair, the COA Director and a member of the Select Board. The 4 additional voting members shall be Town residents and appointed by the Select Board. Residents, particularly those with backgrounds in engineering, architecture and building construction are encouraged to apply for these positions. Additional experience in grant writing and/or fund-raising processes will be helpful. The Town Administrator will serve as an Ex-Officio non-voting member.

Nothing in this charge shall prevent or require the Select Board to enforce the membership. The Select Board may act in the best interest of the Town as applicants come forward.

The Terms of the appointments of the residents At-Large and Select Board member shall be for 1-3 years staggered at appointment, so an equal amount as possible shall expire each year.

The Committee shall report regularly to the Select Board.

The Committee shall elect its own Chair, Vice Chair and Clerk. They shall establish regular monthly meetings, as a minimum.

All minutes and records shall be recorded and posted on the Town's website. The Committee shall cause all meetings to be recorded in such a manner as to be made available to the citizens consistent with current Open Meeting Law practices. This shall not apply if conducting site visits.

The Committee shall not have a budget but may request funding for specific purposes through the normal town processes such as through the Finance Committee, Capital Committee, Select Board and Town Meetings.

The Committee shall review and use the plan from the 2023 Senior Center Feasibility Study Report as its primary reference.

Working from the dedicated funds allocated through the Estate of David Parsons, the Committee shall investigate and solicit additional sources of funding available, not limited to grants and capital campaigns, to pay for site acquisition, architectural design fees, soft costs, and construction, and work with the Select Board and others as appropriate to allocate funding. All such funds raised shall be deposited in separate, designated Town account(s).

Utilizing the recommendations as referenced in the 2023 Senior Center Feasibility Study, the Committee shall work with the Town Administrator to purchase the land parcel that was recommended in the Feasibility Study, and to obtain Town Meeting approval for the acquisition of the property.

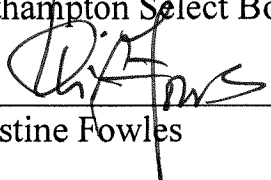
The Committee shall work with the Town Administrator to hire an Owner's Project Manager (OPM) using a qualification-based selection process. The OPM will be hired to provide guidance to the Committee during the design and construction of the new Senior Center in accordance with MGL requirements governing OPM services.

The Committee, through the Town Administrator, shall either issue an RFQ/RFP for architectural services for the new Senior Center, or at the Committee's discretion, hire the same architect that prepared the 2023 Senior Center Feasibility Study.

Utilizing the recommendations outlined in the 2023 Senior Center Feasibility Study, the Committee shall work with the selected architect to develop architectural design documents suitable for the construction of a new Senior Center and obtain bids for the construction of the new facility under a public bidding process.

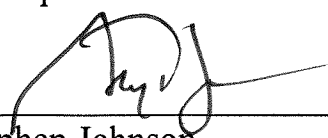
The Committee shall develop a communication strategy and make continued efforts to keep residents informed of the progress of the land acquisition, as well as the design and construction of the facility. The Committee shall assist the Select Board in presentations related to this project at Town Meetings, budget meetings, public forums, etc. as needed.

Southampton Select Board:

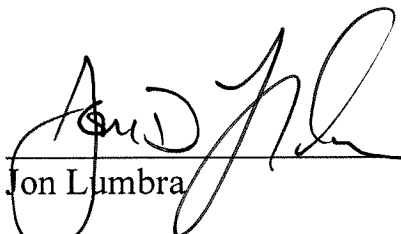


Christine Fowles

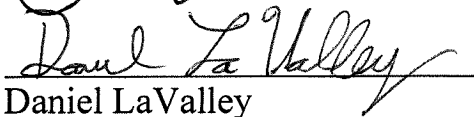
Joy Piper



Stephen Johnson



Jon Lumbra



Daniel LaValley