

Southampton Senior Center Building Committee Meeting No. 2

On January 18, 2024, Meeting No. 2 of the Southampton Senior Center Building Committee was held in the second floor meeting room in the Southampton Town Hall. The meeting was called to order by Janet Cain at 12:24 pm. The following people attended the meeting.

MEMBERS	Janet Cain, COA Chair	Dennis Vogel
	Christina Johnson, COA Director	Darcie Gasperini
	Ed Gibson, Town Administrator	Libby Baldwin (via Zoom)
	Chris Fowles, Selectboard Rep	Jerry Hillman

PUBLIC	Ryan Geeeher
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The following is a summary of the discussions held at the meeting.

1. Open Time for Public

89 Clark Street Property – Percolation Tests

- a. As discussed in Meeting No. 1, a percolation test was previously performed on the 89 Clark Street property in April 2023 by Ryan Geeeher, the 89 Clark Street property owner, but the test was not fully completed and more investigations in the location of the new Senior Center are needed. R. Geeeher noted that he was surprised that this perc test had not passed.
- b. R. Geeeher indicated that a perc test was previously performed at the rear of the property where soils are more suitable for a septic system. This (original) prior perc test had passing results. R. Geeeher noted that he had previously provided these test results to the Town but at Meeting No. 1, Town officials noted that they did not have these results.
- c. R. Geeeher will send these prior perc test results to J. Cain & D. Vogel. After these perc tests results are provided, a decision will be made regarding whether or not the results are sufficient to design a septic system for the new Senior Center.

2. Senior Center Building Committee Charge

- a. The Committee reviewed the Committee "Charge" established by the Select Board.
- b. Committee members terms will be staggered.
- c. A discussion was held regarding procedures for posting the agenda & meeting minutes on the Town website. J. Cain will determine procedures.
- d. C. Fowles noted that the Senior Center Committee page on the Town's webpage only contains a listing of Committee members. J. Cain will post the committee charge on the webpage.

3. Report of Meeting between Town Administrator & Committee Co-Chairs

- a. D. Vogel & J. Cain met with E. Gibson to discuss the Committee's "next steps." These steps are described below.

b. Complete perc tests

- A discussion was held regarding who determines if the soils can support a commercial kitchen based on the perc test results. No decision was made at the meeting.
- Langan Engineering, the engineering subconsultant who provided input as part of the feasibility study, determined a rough size of a septic system leach field for the new senior center. This determination was based on the perc test performed at the rear of the 89 Clark Street property.

c. Obtain property appraisal

- An appraisal needs to be performed for the 89 Clark Street property using a "best business practices company." This appraisal will be needed before the property can be purchased by the Town. Funds from the Parsons Estate can be used for the appraisal and for the purchase of the property.

d. Visit other senior centers

- Committee members will visit other senior centers in the area that have been constructed in the past 10 – 15 years. Possibilities include senior centers in Hadley, Westfield, South Hadley, Ludlow, East Longmeadow and/or Northampton. The purpose of these visits will be to understand their processes for fundraising and constructing the senior center. J. Cain will reach out to the Hadley senior center director to schedule an appointment.
- C. Fowles noted that, rather than traveling to other public safety complexes in the area, the Public Safety Committee sent a questionnaire to other towns for input on their public safety facilities.

e. Establish Capital Campaign

- A discussion was held regarding establishing a capital campaign, including the process for fundraising, recruitment, and researching available grants.
- The committee reviewed the Ten Year Capital Plan Document developed as part of the feasibility study.
- A discussion was held regarding the possibility of the Town rejecting the Senior Center construction in the future.

f. Prepare Town Meeting Article

- Preparation of an Article for the May Town Meeting for the land purchase will be discussed at the next meeting.

g. Hire Owner's Project Manager (OPM)

- An OPM will be required for this project. The OPM should be hired before the RFQ for architectural services is developed since the OPM can help guide the RFQ process.

h. Prepare RFQ for Architectural services

- Discussion tabled until next meeting.

4. Approval of Minutes

- a. Minutes from Meeting No. 1 were approved by a roll call vote with all in favor.

5. Next Meetings

- a. A joint meeting between the Selectboard and multiple interested Town Committees, including the Senior Center Building Committee, will be held on January 23, 2024. Committee members will attend this meeting if available.
- b. The next Senior Center Building Committee meeting will be held in person at Town Hall on February 8, 2024 at 12:30 pm. L. Baldwin will be unable to attend in person so she will participate remotely.

6. Action Items

- a. R. Geeleher to send the prior perc test results to Committee Co-Chairs.
- b. J. Cain will determine procedures for posting agendas & meeting minutes on the Town website.
- c. J. Cain will post the committee charge on the webpage.
- d. J. Cain will reach out to the Hadley senior center director to schedule an appointment.

The meeting was adjourned at 1:55 pm.

Submitted by Libby Baldwin, Clerk, Southampton Senior Center Building Committee