Southampton Senior Center Building Committee
Meeting No. 4

On February 22, 2024, Meeting No. 4 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 12:33 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
TOWN OFFICIALS	Scott Szczebak - Incoming Town Administrator	

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

1. **Open Time for Public**

   a. Scott Szczebak, the incoming Southampton Town Administrator, was introduced to the Committee members.

2. **Approval of Minutes**

   a. Minutes from Meeting No. 3 were approved by a roll call vote with all in favor.

3. **89 Clark Street Property – Additional Percolation Tests**

   a. Additional percolation tests were performed on the 89 Clark Street property on February 15th in the rear of the property. Certain Committee members observed the tests in the field and reported that the results in the field appeared to be positive and adequate to support a septic system for the new senior center. The soil evaluator submitted the formal results but the Board of Health was closed so the results were not available at the time of the meeting. Members noted that the Committee should proceed with steps necessary to purchase this property.

   b. D. Vogel questioned whether or not there was any leeway in the design of a septic system if the commercial kitchen is not used every day. D. Gasperini indicated that Title V requirements did not include any such provisions.

4. **89 Clark Street Appraisal**

   a. The Town contracted with a firm to perform the appraisal for the 89 Clark St property. The appraisal should be complete within 4 weeks.

5. **89 Clark Street Title Search**

   a. E. Gibson requested that KP Law perform a title search on the 89 Clark Street property.

6. 89 Clark Street Survey

a. A discussion was held regarding whether or not the property needed to be surveyed prior to purchase. The property may have been surveyed when R Geeleher purchased it. If so, this survey may be sufficient. J. Cain & L. Baldwin will check the feasibility study to see if a survey was performed.

b. D. Vogel made a motion that a property survey should be performed if a current, valid survey does not exist. C. Fowles seconded the motion and it passed with all in favor.

7. Town Meeting Article for Purchase of 89 Clark Street Property

a. Town meeting approval is required in order to purchase the property and an article outlining the request to purchase the property needs to be prepared. E. Gibson will request that Town Counsel draft the article. A purchase & sale agreement will need to be signed prior to Town meeting. Town meeting will be held on the 1st Tuesday in May.

b. A discussion was held regarding R. Geeleher's request for an easement to access his property to the rear of the Clark Street parcel. If R. Geeleher's property to the rear is land locked, then an easement would be required. If not, possibly he would continue to own the strip of land in question.

c. Public outreach will be required prior to the Town meeting.

8. Capital Campaign

a. A future capital campaign to raise funds for the design & construction of a new senior center was discussed. This committee will likely have a goal to raise approximately $2 - $3 million.

b. A new Capital Campaign Committee will likely be required. S. Szczebak will reach out to Chicopee regarding their model relative to committee requirements. Likely Town employees cannot serve on this committee. Senior Center Building Committee members are considered Town employees.

9. Next Steps

a. The following is a list of possible Building Committee next steps:

- After Town meeting approval, purchase property
- Hire OPM
- Hire Architect
- Complete design
- Bid project
- Construct new Senior Center

b. E. Gibson will confirm list of next steps.

c. A discussion was held regarding whether or not sufficient funds will be available to hire the OPM and architect and complete the design. Fundraising may be required to complete these steps. Funds will be needed for the following initial steps (prior to construction):

   - Appraisal
   - Title search
   - Survey
   - Purchase of property
   - OPM
   - Architect

d. It was noted that the Public Safety Committee has requested $590,000 for the acquisition of the property for the public safety building, and $300,000 for OPM and architectural fees. It is also anticipated that the Public Safety Complex will cost approximately $20 million, substantially more than the anticipated cost of the new senior center.

10. Next Meeting

a. The next Senior Center Building Committee meeting will be held in person at Town Hall on March 7, 2024 at 12:30 pm. L. Baldwin will be unable to attend in person so she will participate remotely.

11. Action Items

a. E. Gibson to confirm whether or not the Town meeting vote will require a majority vote or 2/3 vote (action item from Meeting #3)

b. E. Gibson to confirm the requirements for a Capital Campaign committee (action item from Meeting #3)

c. J. Cain & L. Baldwin will check the feasibility study to see if a survey was performed.

d. E. Gibson will request that Town Counsel draft the Town meeting article for the purchase of the 89 Clark Street property.

e. S. Szczebak will reach out to Chicopee regarding their model relative to capital campaign committee requirements

The meeting was adjourned at 1:29 pm.

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