

Southampton Senior Center Building Committee Meeting No. 5

On March 7, 2024, Meeting No. 5 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	Darcie Gasperini
	Christina Johnson, COA Director	Libby Baldwin (via Zoom)
	Scott Szczebak, Town Administrator	Jerry Hillman
	Dennis Vogel	

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

1. Open Time for Public

- a. No activity.

2. Approval of Minutes

- a. Minutes from Meeting No. 4 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. The test results were made available after meeting #4. J. Cain & D. Vogel met with C. Kaniecki to discuss the results. In summary, the results indicated a passing perc test. However, the groundwater table is approximately 24-inches below grade; therefore, a mounded leach field will be required likely with a lot of fill to be brought to the site.
- b. The Committee discussed the engineering report that was prepared as part of the Senior Center Feasibility Study.
 - The engineering report included a preliminary cost estimate for the construction of a new senior center at several properties including 89 Clark Street and 0 College Highway. The preliminary estimate indicated that the cost to construct a new senior center on the 89 Clark Street property was higher than the cost to construct a new center on the College Highway property, primary due to site work costs including those for a mounded septic system.
 - D. Vogel asked how much the 0 College Highway parcel would cost to purchase for the senior center, in case that might offset some of the sitework costs. No cost was provided during the feasibility study.
 - Other committee members noted that only 2 acres was available for the construction of a senior center and that size parcel is not large enough.

- Committee members noted that there were multiple factors at play when deciding to move forward with the 89 Clark Street parcel and that it was clear from the previous public forum regarding the new senior center that Town residents preferred the Clark Street property.
- Committee members indicated that they are comfortable moving forward with the Clark Street property.

4. Next Steps

a. 89 Clark Street Appraisal

- The Town previously contracted with a firm to perform the appraisal for the 89 Clark St property but it has not yet been performed.

b. 89 Clark Street Title Search

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

c. 89 Clark Street Survey

- J. Cain reached out to R. Geeleher to determine if the property was previously surveyed when he purchased it. He will confirm once he returns to Town.

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

- Town meeting approval is required in order to purchase the property and a draft warrant outlining the request to purchase the property was prepared by KP Law.
- J. Hillman noted that the assessor's map description of the property is not consistent between the perc test and the Town meeting warrant. It was determined that the perc test reference is incorrect and needs to be corrected by the soil evaluator (B. Searle).
- A question was raised regarding whether or not the Town meeting article should include only the purchase price or also the legal fees & closing costs. S. Szczebak will confirm with KP Law.

e. Purchase & Sale for 89 Clark Street property

- A purchase & sale agreement will need to be signed prior to Town meeting. J. Cain & S. Szczebak will reach out to the R. Geeheler to start the P&S draft.

f. Public Outreach for Town Meeting

- Public outreach will be required prior to the Town meeting.
- Handouts for Town meeting should also be prepared, as well as a large poster board explaining the project. Committee members will review the handouts from the prior informational session to determine if any graphics can be used. If a PowerPoint presentation is desired, the moderator's approval will be required.

- Possible discussion points at the meeting at the meeting include:
 - Explain inadequacies of existing senior center
 - Discuss % of town budget that is targeted for seniors, likely very low compared to other towns
 - Include demographics about seniors
 - A discussion was held regarding how best to present the plan for moving forward with the senior center in the future. C. Johnson, D. Gasperini, & D. Vogel to meet to develop a preliminary plan for the Town Meeting, prior to the next committee meeting.
 - Transportation should be provided for seniors since the meeting will be in the evening
 - Town residents should also be encouraged to speak at the meeting.
 - A comparison between the current Senior Center and a possible concept for a new senior center should also be included as part of the Town meeting.
 - The Committee should determine when the Town meeting handouts are due to the Moderator.
- g. Wetlands Delineation of 89 Clark Street property
- Certain soil and groundwater features were included in the feasibility study, but a wetlands delineation was not performed on the property. This delineation will need to be performed prior to the design being finalized since it could impact the location of site features. Committee members discussed performing the delineation now to confirm the presence of wetlands prior to purchasing the property.
 - Heritage Survey & Holmburg Associates are qualified to perform wetlands delineation. If a property line survey also needs to be performed, possibly Heritage can perform both at the same time.
 - D. Gasperini made a motion to hire Heritage to perform a wetlands delineation and survey (if necessary) since Heritage performed prior work on this property. If a survey has already been completed, then have Heritage pin the property corners. D. Vogel seconded the motion and it passed with all in favor.

5. Capital Campaign

- a. A small group of friends of the seniors met to discuss fundraising. Hiring a consultant was discussed as was the likelihood of focusing on large donors first. After the property is purchased, a sign can be posted with a fundraising goal.
- b. S. Szczebak reached out to Chicopee regarding their model relative to committee requirements and was redirected to another department. He will continue to reach out.

6. Next Meeting

- a. The next Senior Center Building Committee meeting will be held in person at Town Hall on March 21, 2024 at 11 am.

7. Action Items

- a. E. Gibson (now S. Szczebak) to confirm whether or not the Town meeting vote will require a majority vote or 2/3 vote (action item from Meeting #3)
- b. S. Szczebak to confirm the requirements for a Capital Campaign committee
- c. S. Szczebak will continue to reach out to Chicopee regarding their model relative to capital campaign committee requirements
- d. S. Szczebak will confirm with KP Law whether or not the Town meeting article should include only the purchase price or also include legal fees & closing costs
- e. The Assessor's map reference on the perc test is incorrect and needs to be corrected by the soil evaluator
- f. J. Cain & S. Szczebak to reach out to R. Geeheler to start the P&S draft
- g. C. Johnson, D. Gasperini, & D. Vogel to meet to develop a preliminary plan for the Town Meeting, prior to the next committee meeting.
- h. Determine when the Town meeting handouts are due to the Moderator (responsibility for action item not assigned)
- i. J. Cain & S. Szczebak to reach out to Heritage Survey to perform a wetlands delineation and survey (if necessary) on the 89 Clark Street property.

The meeting was adjourned at 2:03 pm.

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