

Southampton Senior Center Building Committee Meeting No. 20

On November 14, 2024, Meeting No. 20 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 12:30 pm. The following people attended the meeting.

MEMBERS	Ted Palmer, COA Chair	Libby Baldwin
	Dennis Vogel	Chris Fowles, Select Board Rep.
	Scott Szczebak, Town Administrator	Darcie Gasperini
	Jerry Hillman	Kate DiSanto, COA Director

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 #19 were approved with all members voting in favor.

3. Additional Member Recruitment

- a. The Senior Center Building Committee is still recruiting for one additional member. The opening has been posted on Facebook; however, no applications have yet been received. The committee is seeking a new member with construction experience or building code knowledge. One potential applicant reached out to a member of the COA regarding the open position. This potential applicant can attend a meeting to see if he is interested and, if so, can apply.

4. Update on Land Use planner

- a. Pioneer Valley Planning Commission & Landscape Architecture firm Dodson & Flinker have been hired by the Town to perform the land use planning study for the College Highway parcel. PVPC will perform the outreach, Dodson & Flinker will perform the technical tasks relating to the study. The project kickoff will likely be in early December. The project may take 8-9 months to complete but the Town may try to expedite various phases of the project.

5. RFP Process for OPM

- a. S. Szczebak, J. Cain, and D. Vogel met with Bradley Okscin, the Town's Chief Procurement Officer to brainstorm regarding developing a Request for Proposals (RFP) for the Owner's Project Manager (OPM) services for the Senior Center and the Public Safety complex. Various items were discussed including whether the agreement for the OPM should be structured as an oncall agreement or a lump sum.
- b. There are many things to consider regarding issuing the RFP for the OPM including the timing of the RFP since the Senior Center construction is likely a few years away.

(What would OPM do now? Should there be one OPM for each project (Senior Center & Public Safety Complex) or just one OPM covering both projects? Are the two projects too different to use the same OPM?)

- c. The Committee discussed the possibility of issuing the RFP for the OPM at the beginning of the year.

6. Update on Available Funds

- a. The Committee reviewed the funds remaining in the Parsons Estate relative to ongoing work on the Senior Center. The investments are continuing to earn interest so it makes sense to continue to invest these funds. The Committee needs to decide about future investment options. Refer to the attached summary of the Parsons Estate funds.

7. Update on Public Safety Complex

- a. The Public Safety Committee is working with the architect to reduce the footprint of the proposed building in an effort to reduce overall project costs. Other ways to reduce the cost of the building are being evaluated.
- b. The Public Safety Committee is considering holding a town meeting in February 2025 to obtain funds for an OPM and a designer for the public safety complex.
- c. The Public Safety Complex is likely a priority for the Select Board rather than a new senior center. However, the Select Board may decide to move forward with both projects at the same time since costs will only increase in the future.

8. Combined OPM for Senior Center and Public Safety Complex

- a. There are enough funds in the Parsons Estate to pay for the Senior Center OPM and designer, but not for the construction of a new senior center. However, the committee is not required to use the funds for the OPM services and can rather save the funds for the construction phase since the funds in the Parsons Estate are continuing to earn interest. The Committee discussed the possibility of the Town hiring one OPM for both the senior center and public safety complex projects & requesting these funds at a Town Meeting in February.
- b. The Committee discussed holding a meeting with the Public Safety Committee and Select Board to discuss using one OPM for both projects. C. Fowles made a motion that the Committee not use available funds from the Parsons Estate for OPM or architectural services for the Senior Center. In order to economize funding for the two projects, the Committee will go before town meeting to request approval to move forward with one OPM for both the Senior Center and Public Safety complex, but use separate architects for each project. D. Gasperini seconded the motion and it passed with all members in favor.
- c. L. Baldwin will work on developing the RFP for OPM services for both projects.

9. Cost for Senior Center

- a. Voters at the upcoming Town Meeting will likely be interested in the approximate cost of a new Senior Center. Since the Senior Center will be constructed at a location

different than the one studied in the Feasibility Study, approximate building costs will need to be updated/developed. An approximate cost of \$1,000/square foot of building space can be used for the project construction, but overall project costs including design & OPM services will need to be considered. L. Baldwin will look at the project costs presented in the prior feasibility study.

- b. The goal would be to present potential total project costs for informational purposes at a special town meeting in February, and request funds for the construction of the two projects at the annual town meeting.
- c. A discussion was held regarding the possibility of saving money for both projects with a shared entrance and parking for the facilities.

10.Tax Burden for Construction of New Senior Center

- a. The Committee also discussed the increase in property tax for vulnerable/low income seniors resulting from the projects and possible ways to protect seniors (exemptions, abatements, etc.). The Committee suggested that the COA Board meet with the assessor's office to discuss. K. DiSanto noted that some seniors have passed their homes on to family members to estate planning purposes; consequently, they are no longer homeowners and do not qualify for abatements.
- b. A Senate bill that will assist in reducing tax liability for low income seniors has been sent to committee and was not moved forward in the last session

11.Miscellaneous

- a. K. DiSanto noted that in the feasibility study preliminary building layout, the offices are disconnected from spaces where seniors will congregate, and the Committee should consider changing that layout concept. The functionality of the spaces should also be re-considered. These items will be discussed with the architect when that firm is hired.
- b. K. DiSanto will visit other senior centers in Hadley and South Hadley and Hadley.

12.Next Meeting

- a. The next Senior Center Building Committee meeting will be held in person at Town Hall on December 12, 2024 at 12:30 pm.

The meeting was adjourned at 1:48 pm.

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

PARSONS ESTATE INVESTMENT HISTORY

DEC. 2023

\$2,432,769.59 posted to the Parson's Gift fund, account #264030.000. This amount includes the donation of \$2,432,622.12 plus additional interest of \$147.47.

\$40,000 was not invested as it was reserved for legal costs and the appraisal.

\$800,000 invested into a 6 month Treasury (reserved for land purchase) and the remaining \$1,592,769.59 into a 1 year Treasury with Bartholomew. Here are the rates:

Treasurys				
Period	Yields		Change	
	12/25/2023	11/30/2023		
1 Month Treasury Rate	5.54%	5.56%	-0.02%	▼
3 Month Treasury Rate	5.44%	5.45%	-0.01%	▼
6 Month Treasury Rate	5.31%	5.38%	-0.07%	▼
1 Year Treasury Rate	4.82%	5.16%	-0.34%	▼

JUNE 2024

FUND NAME	BEGINNING MARKET VALUE	BEGINNING PRINCIPAL	BEGINNING EARNINGS	NET INCOME	REALIZED GAIN/LOSS	NET EARNINGS	TRANSFERS OF PRINCIPAL	TRANSFERS OF EARNINGS	ENDING PRINCIPAL	ENDING EARNINGS	ENDING CASH VALUE	CHANGE IN UNREALIZED GAIN/LOSS	UNREALIZED GAIN/LOSS	ENDING MARKET VALUE
GENERAL FUNDS														
COA CENTER	\$2,440,911.74	\$2,392,769.59	\$19,657.05	\$37,455.39	\$0.00	\$37,455.39	\$0.00	\$0.00	\$2,392,769.59	\$57,112.44	\$2,449,882.03	(\$28,033.72)	\$451.38	\$2,450,333.41

The \$800,000 note matured in June 2024. This is where the majority of the \$57,112.44 of net earning is from. I did roll the \$800,000 into a 3 month treasury note with will mature on September 19, 2024 (this was invested at a 5.18% yield to maturity).

The 1.5 plus million will mature on November 30th.

Sept. 2024

Treasurys				
Period	Yields		Change	
	9/8/2024	8/31/2024		
1 Month Treasury Rate	5.28%	5.41%	-0.13%	▼
3 Month Treasury Rate	5.13%	5.21%	-0.08%	▼
6 Month Treasury Rate	4.69%	4.89%	-0.20%	▼
1 Year Treasury Rate	4.10%	4.38%	-0.28%	▼

In consultation with TA and SB Chair and anticipated timeline for funding needs, the Treasurer invested the entire \$800,000 for a 3 month period with the Mass Municipal Depository Trust (MMDT) upon maturity instead of Treasurys with Bartholomew.

The yield is currently 5.12 % but it will change with the market.

The interest earned as of June 30th 2024 was \$57,225.47. Interest earned in FY 25:

July	\$3,834.93
August	\$3,282.57
September	\$16,663.43

The new interest earned total is \$81,006.40.