



Asst  
SEP 19 2022  
2022  
7:27:38 PM

## Community Center Feasibility Study Task Force

### Meeting Minutes

September 19, 2022 – Skaket Room

Team members in attendance: Fritz Luft, Andrea Reed, Bonny Campbell-Runyon, Jamie Balliett, Keith Campbell, Steve Kaser

Team members absent: Alice Van Oot, Tracy Murphy

Guests: David Eisen and Devlin Kenny (Abacus Architects and Planners)

The meeting was called to order at 4:33 PM by Chairperson Fritz Luft.

Minutes from August 25, 2022 meeting were approved without comment.

#### Draft Report General Impressions

We started the meeting with each member sharing general impressions. Fritz kicked it off by reading inputs from two members who were not able to attend, Alice and Tracy. They were both very impressed with the quality of the report and how well it reflects the work done through the process. This was then echoed by the rest of the team, present at the meeting. Both had some specific comments reflected in the section below.

- A key point made by Tracy was the importance of hiring a Community Coordinator or Director of Community Life to build programming in town while better utilizing existing spaces in a “Community Center Without Walls” in advance of building a true community center.

#### Specific Draft Report Comments and Suggestions

Reviewing the draft report produced by Abacus, was the main topic of this meeting. There will likely be some minor editorial suggestions submitted to Abacus by email but the key comments are provided below:

- Formatting: The .pdf files received by the team placed two pages on each sheet, making the font and figures very small and difficult to read. We discussed report format and decided on landscape orientation, bound along the 8-1/2” edge. Pages that are currently presented on the same shared sheet, will be on separate sheets, facing each other.
- Director of Community Life: The entire team agreed strongly that hiring a Director of Community Life is the most critical first step in bringing a successful community center to Orleans. The draft report includes this recommendation but stronger emphasis and fuller description is needed to sell the idea.
  - Jamie suggested adding to the recommendations section, a list of short-term actions to be taken to boost community life and move the process forward. Hiring a director is #1. Jamie will provide the team with his list and solicit comments from team members

before passing along to Abacus. Also, Fritz intends to include this action list in the Select Board presentation.

- GYM: In the community survey and task force discussions, the need for a gym as the core of a community center came through strongly. Yet the building concept options don't show a gym until we get to the large size. We should have smaller gym options shown with at least a small gym (with a performance stage for versatility).
  - Does the current draft report mention gym as an essential requirement?
- Old Firehouse: Alice would like to see the Old Firehouse Community Center space integrated into the total community center plan; basically one large multipurpose room that isn't needed in the main community center. These details will come later but this detail deserves mention in the report for future consideration.
- DPW Cafeteria Access: It is not correct to say that the DPW cafeteria is fully utilized. True that it's dedicated to DPW staff until 4 PM, access after 4 PM and on weekends is limited by process and janitorial/security staffing budget.
- Design Principals: Excellent section but should add a bullet about designing the building for phased construction while maintaining a nicely integrated design. Most especially, adding of the COA elements (5,000 sqft) later.

#### Miscellaneous Comments:

- Andrea suggested that Fritz provide a cover letter to go with the Select Board packet. Will do.
- In our presentation, we will push for hiring a Community Life Director for FY 2024. Andrea thinks that the timing is reasonable.
- Andrea noted that the report by the consultant, while greatly influenced by the task force, should reflect their views and observations. The Abacus final report is an input into the Task Force's presentation and recommendations which may be a little different. A more in depth description of the Community Life Director role and likely impact can be part of the Task Force output.
- Fritz mentioned needing to refine and rearrange documents posted on the website. Andrea suggested having Mia post the Abacus final report, front and center on the Community Center page. Fritz will discuss with Mia.

#### Next Steps:

1. Jamie to generate and distribute his list of five short term actions. Already DONE.
  - a. Team to provide immediate feedback to Jamie and Fritz. **By end of day, 9/21** for discussion with Abacus on 9/22 morning. Also, include any other edits to the report.
2. Abacus to update and distribute the report in advance the next meeting. Due 9/26
3. Fritz to generate and distribute presentation in advance of the next meeting. Due 9/26

Meeting adjourned at 5:58 PM.

The next meeting is scheduled for Thursday, September 29 at 4:30 in the Nauset Room.