



TOWN OF ORLEANS

19 SCHOOL ROAD ORLEANS MASSACHUSETTS 02653-3699

Telephone (508) 240-3700 – Fax (508) 240-3703

<http://www.town.orleans.ma.us>

SELECT BOARD

TOWN
ADMINISTRATOR

COMMUNITY CENTER FEASIBILITY TASK FORCE CHARGE

A Community Center Feasibility Task Force will be appointed for the purpose of developing recommendations on the needs and possible locations of a potential Community Center.

The Task Force will consist of nine (9) regular members, from the agencies listed below. The Community Development Director and Building/Facilities Manager will be available as a resource as needed.

- One (1) member appointed by the Select Board;
- One (1) member appointed by the Recreation Advisory Committee;
- One (1) member appointed by the Planning Board;
- One (1) member appointed by the Council on Aging Board of Directors;
- One (1) member of the Cultural District Committee;
- Two (2) members who are a parent of a school age child; one OES student and one OMS student, both parents appointed by the principal;
- Two (2) members appointed at large.

The Task Force is charged with completing the following:

Work with the Town Administrator to develop a Scope of Services for a consultant to complete a feasibility study consistent with Article 24 of the May 22, 2021 Annual Town Meeting. The study will include the following components:

1. Define the needs and applicable programs for an Orleans Community Center for people of all ages, abilities, and interests.
2. Evaluate space needs for different user groups, including areas of overlap or efficiency in a single facility.
3. Consider existing services that are being provided in the Orleans Community Building (44 Main St), Council on Aging, public school properties, and other facilities.
4. Compare estimated space needs with community centers in similar towns.
5. Conduct outreach/workshops to receive input from residents and commercial and institutional hosts on specific needs and interests.
6. Develop a conceptual design of a facility that would meet the defined needs, along with cost projections that can be used for capital planning purposes.
7. Identify land/space requirements necessary for a facility, including parking and any formal outdoor spaces.
8. Develop preliminary staffing and operational needs for a facility, along with cost projections that can be used for budget planning purposes.

9. Present study findings to the Select Board on or before March 1, 2022.

The Select Board will make the final determination on proceeding with next steps, including capital planning for land acquisition and architectural design services for construction.

All meetings of the Task Force will be held at the Town Hall and in accordance with the Open Meeting Law. Minutes of meetings will be filed with the Town Clerk's Office within 30 days of each meeting.

Footnote: The intent is to explore multiple locations to meet the needs of the community.

Date Reviewed: July 14, 2021

Date Revised: July 15, 2021

Date Approved: July 21, 2021