

Minutes of Ad-Hoc Community Center Committee
October 9, 2014, 7 pm
Suffield Town Hall Lower Conference Room

Present:

Leeayn Burke, Beth Chafetz, John Cloonan, Krystal Holmes, Wendy LaMontagne, Patrick McMahon, John Metzger, Gloria Smith, Joanne Sullivan. Beth Chafetz called the meeting to order at 7 pm.

No Public Comment Received. In addition no correspondence received.

Presentation of P&R Consultant Report

John Metzger presented his study report. The following are the highlights of the report:

- Stated mission of report, assist P&R to find a suitable facility. Discussion arose that the purpose of the Ad-Hoc committee is to find a suitable need of Bridge Street School.
- Held multiple interviews and a focus group to assess the programs our community wants.
- In process of study consultant felt there was a mixed message as to the goal. He felt some people wanted to save BSS, some wanted the building for own purpose, he wasn't sure how P&R fit into the vision.
- Who is the Project Manager of this project? Consultant stated his opinion is that the P&R commission should take the lead. The group needs to determine a leader to create a detailed plan.
- Discussed the perimeters of Bridge Street School and how the building could be used to serve the needs of P&R
 - Large rooms, closet space, lobby area and full size gym identified.
- Reviewed staffing costs. Group would like to see current salaries omitted from report, since these salaries are already funded through town budget process. The goal of this report is to show the additional expenses and revenues associated with a community center at BSS.
- Reviewed program projection and revenues.

The group would like time to review the full report and provide feedback to Wendy. Deadline is Wednesday, October 15th to provide feedback to Wendy. The group can also provide feedback directly to consultant.

Following the consultants presentation the group discussed the idea of a project manager. Group would like to identify potential candidates for this role for the next meeting. The group sees a major benefit from having someone who can manage the details of this project.

The group also reviewed the current design concepts. Decided group would like John Ireland, architect, to join us for our next meeting to receive feedback on layouts. The group would like to see a revision that includes a full size gym with the multi-purpose room configured in a different way. They would also like to see locker rooms located in a way that future expansion would allow sharing of the space (i.e. a future pool).

The goal of the next meeting is to finalize a design concept, review funding options and get prepared to present to BOF.

The meeting was adjourned at 8:52 pm.

Next Meeting is Thursday, October 30, 2014 at 7 pm, Suffield Town Hall, Lower Conference Room

***Conference room had already been confirmed.*

Minutes prepared by Krystal Holmes