

**Special COA Board Meeting  
October 27<sup>th</sup>, 2022, 9:00 AM**

In attendance From COA: Bert Lannon, Chris McCaffrey, Bill Brown, Helen Daley, Meredith St. Sauveur, Elizabeth Derwin, Patty Kayo, Brooks Corl (Friends of COA)

Other Attendees: Ellen Rosenfeld (Select Board), Wayne Klocko (PBC), Jim McCaffrey (PBC)

Meeting was called to order at 9:00 AM

- The purpose of the meeting was to discuss how to proceed over the next two weeks coming up to Town Meeting on November 10<sup>th</sup>. After discussion it was decided we would ask the Select Board to withdraw Article 8 from the November 10<sup>th</sup> meeting. Without the full support of the COA, Planning Board, Finance Committee and Select Board we thought it best to wait until the May Town Meeting, and in the interim re-engage with Abacus on alternative plans, explore the possibility of any grants, and coalesce around a plan all 4 boards and the citizens of Millis will support. Chris McCaffrey voted for this with reservation (she would have preferred to have the vote at the November Town Meeting).
- We have to keep in mind that in addition to Town Meeting in May we also have to get this question on the election ballot for the May town election.
- Wayne is going to send his response to the Finance Committee on the costing emphasizing that the \$16M cost for a 15,000 square foot building is in-line with all of the other Sr. Center projects currently under consideration or construction in Massachusetts.
- There is a Finance Committee pre-town meeting November 2<sup>nd</sup> at 7:00. Wayne plans to attend that meeting to explain the costing, and the COA was asked to support him at that meeting.
- Wayne asked us to look at the Sturbridge Sr. Center plan at 12K sq feet and see if we feel that will be adequate for our programming needs. Their presentation can be found at: [https://www.sturbridge.gov/sites/g/files/vyhlf3881/f/pages/2021-01-21\\_bos\\_presentation\\_final.pdf](https://www.sturbridge.gov/sites/g/files/vyhlf3881/f/pages/2021-01-21_bos_presentation_final.pdf)

Here is the specific square footage breakdown of their 12k square feet:

Space	Proposed Area	Notes
LOBBY	350	
GIFT SHOP	120	
MULTIPURPOSE ROOM	2,000	2,000 SF + subdividable additional 2 spaces. Currently serving 60 people, potential to 75. 6 tables set up always.
COMMERCIAL KITCHEN / MEALS ON WHEELS	550	450 sf plus 50 sf Dry Goods plus 50 sf walk-in cooler
EXERCISE/TAI CHI/YOGA	1,500	subdividable into two spaces
WORKOUT ROOM	300	
GAME ROOM	400	one pool table only
SMALL MEETING ROOM	250	
FLEX ROOM/PROFESSIONAL OFFICE	200	S.H.I.N.E./Veterans/Program Assistant use
DIRECTOR OFFICE	120	
OUTREACH COORDINATOR OFFICE	120	
CHEF'S DESK	120	(was Tri-Valley)
VETERANS AFFAIRS OFFICE	120	
HEALTH AND WELLNESS OFFICE	120	
COPY, SUPPLIES, COLLATING & MAILING	150	
PUBLIC RESTROOMS	520	on both floor levels
COMPANION ACCESSIBLE RESTROOM	80	
STAFF ACCESSIBLE RESTROOM	80	
STAFF BREAKROOM	100	Refrig, micro, etc. for patron allergy separation
MECHANICAL ROOM	250	
ELECTRICAL ROOM	150	
WATER SERVICE SPRINKLER & PUMP ROOM	250	
FIRE STAIRS	800	Existing SC entry stair is larger
ELEVATOR & ELEVATOR MACHINE ROOM	320	
DURABLE MEDICAL EQUIPMENT STORAGE	150	
GENERAL STORAGE	800	
SUBTOTAL	9,920	
GROSSING FACTOR @ 27%	2,732	need to include area for existing oversized stair, circulation, masonry wall thickness at existing building and interior walls
TOTAL	12,652	compare to original program 12,515 sf

- Bert, Ellen, and Elizabeth will collect up the lawn signs that have been displayed around town.
- Our next meeting is November 10 at 9:00