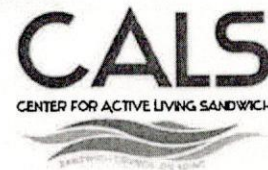


**SANDWICH COUNCIL ON AGING  
BOARD OF DIRECTORS MEETING MINUTES**



**Date:** April 26, 2019

**Time:** 8:45 a.m.

**Facilitator:** Chairman, Neal O'Brien

**TOWN CLERK  
TOWN OF SANDWICH**

**MAY 10 2019**

2:16 P M  
**RECEIVED & RECORDED**

**In Attendance**

Neal O'Brien, Chair, Michael Bondarek, Vice-Chair, John Vibberts, Treasurer, Patricia Collins, Secretary, Members Patricia Walsh, Judy Hendy, Karen Cotter, Director Susan Marancik

**Absent:** Member Mary Jo French

**Guests:**

George Dunham, Bob George, David Sampson, Pete Cormier, Barbara Nadler

**Approval of Minutes**

The minutes of the March 22, 2019 and April 11, 2019 COA Board of Directors meetings were read and approved.

**Special Town Meeting – Building Project**

Town Manager George Dunham and Board of Selectmen Chair David Sampson presented an Executive Summary of Combined CALS/Library/HSB Project (the Project). Mr. Dunham expressed his confidence that monies were available to fund the Project. Plans would be available to the Board of Selectmen by early August 2019 with final numbers available by mid-September 2019. Mr. Dunham and the Board of Selectmen are committed to holding a Special Town Meeting in the Fall for the purpose of a town vote on the Project and its funding. Proposed dates are October 28 or November 3. The question of holding the Special Town Meeting on a Saturday was discussed but dismissed due to past experience which shows that turnout has been lower for meetings that have been held on Saturdays. Highlights of the presentation are as follows:

- Meetings with both architects should be held immediately after Town Meeting.
- Architect Caitlin may require a Request for Proposal.
- Recommendation that there be one point-person from each Board to work with architects.
- Projects in excess of \$1.5 million require a Project Manager.
- State Representative Randy Hunt earmarked \$25,000 for the design of the Center for Active Living in the state budget; this is awaiting a vote.



- The existing Town Hall could be used to house the Town Archives, freeing up the Macknight room.
- The Center for Active Living can be funded without incurring debt.
- A commercial appraiser indicated that the Town Hall Annex and Jan Sebastian properties could bring in \$1 million which could be used to renovate the Human Resources Building on QMH Road.
- Needed repairs to the Annex and Jan Sebastian are estimated at \$225,000 each.
- Library Director Joanne Lamothe is on board with the plans presented by Mr. Dunham and the Board of Selectmen.
- Mr. Sampson asked if the Council on Aging Board would endorse the plan.

Treasurer John Vibberts made a Motion to discuss whether the COA Board would support Article 1 to consolidate town offices at the Santander bank building and decline support for the Citizen's Petition Article which proposes the property be purchased for use as a Center for Active Living. Judy Hendy seconded. Chair O'Brien reminded the Board that the Board's impetus has been to save taxpayer dollars while meeting the need for a Center for Active Living. Mr. Sampson repeated the Board of Selectmen's commitment to hold a Special Town Meeting in the fall and to provide a funding source for the CALS/Library/HSB Project. The Board of Selectmen plan a very extensive presentation on Article 1 at the May 6 Town Meeting. Mr. Sampson asked if the COA Board would appoint a member to explain the Board's change in position during that presentation. Mr. Dunham explained the bank site presented a unique opportunity for the Town to consolidate offices. Mr. Sampson departed the meeting at 10:00 a.m.

The COA Board members continued discussion of the motion. It was determined that, because the COA Board is an advisory board only, it would be inappropriate to take a position on either Article 1 or the Citizen's Petition. The following motions were made:

- Mr. Vibberts moved to "Nullify the action taken by the COA Board at its April 11, 2019 meeting to support the Citizen's Petition due to the advisory nature of the Board." Karen Cotter seconded. Vote was unanimous.
- Ms. Collins moved to "Abstain from affirmatively supporting Article 1 in recognition of the Board's status as an advisory Board." Mr. Vibberts seconded. Vote was unanimous.

#### Treasurer/Finance Report

Deferred.

#### Director's Report

Deferred.



Standing Committee Reports

Deferred.

New Business

Deferred.

Old Business

Deferred.

New Business

Deferred.

Next Board Meeting

Friday, May 24, 2019 at 8:45 a.m.

Motion to adjourn was made at 10:52 a.m. and passed unanimously.

Respectfully submitted,  
Patricia Collins, Secretary