

FAIRBANKS TASK FORCE MEETING
January 16, 2016
FLYNN BUILDING

Meeting called to order by Pat Brown at 7:01

Present:

Pat Brown, John Beeler, Debra Galloway, Julie Harrington, Lisa Kouchakdjian, Jim Marotta, Bob May, Jose Garcia-Meitin, and Jack Ryan, and

New Business:

The Town Manager is project manager and access to the consultants should go through Melissa.

Recommendations from the consultants are on hold until their presentation February 1, 2018 at the Senior Center. Discussion regarding granting the project warrant(s) ensued. A design fee article has been done by Jim Kelly. Currently there are too many unknowns. Questions include do we present alternatives and/or separate design fees for the proposed building. Deadline of January 31 can't be met because of the unknowns (building construction only, design only, or both?) will be presented at the February 1 meeting. Two articles may be best choice with one for design and another for entire capital expenditure. The committee will decide the route to take and the numbers once the details are known.

The raw survey data should be made available on town computers. The file can be retrieved from Survey Monkey. Bob will follow up on this.

Discussion was held on how to best present information regarding the current facility and why it is important to move publicity forward. Debra and Julie will collaborate and develop a scenario to illustrate the needs and importance of time (before building is no longer usable). Building tours will be scheduled and a PR effort will be made to engage the COA, Park and Rec, Fincom, Sudbury Public Schools, and the Selectmen to strongly encourage participation at the February 1, 2018 meeting at the Senior Center where the consultants will report their results. A website link as well as Instagram and Social Media should be used to "spread the word." It is acknowledged that the time frame is tight. February 1 meeting will be in the Pines Room at the Senior Center. SudburyTV will be asked to tape the meeting. The room arrangement of the Pines Room and the process of relevant committees/public questioning were discussed.

The Strategic Plan is including long term maintenance of town capital expenditures as well as thinking forward. The preparation of an annual report of the Task Force was approved on motion by Jim Marotta, seconded by Jack Ryan.

Minutes:

December 6, 2018 minutes were approved on motion by Jack Ryan, seconded by John Beeler.

Future Meetings:

A future meeting on February 15, 2018 is planned at the Flynn building Agenda items will be forthcoming. The consultant will be asked to contribute to final marketing for the project. It is the responsibility of all committees to muster strong supporters who will participate as well as inform the public at large of the importance and needs of this community project.

Motion to adjourn by Jim Marotta, seconded by Jack Ryan was approved.

Respectfully submitted,

Carolyn Markuson

Carolyn Markuson, Secretary