

## MAYOR'S SPECIAL SENIOR CENTER STUDY COMMITTEE

**April 10, 2000**

**10:00 AM**

Chairman Shea called the meeting to order.

The Clerk called the roll.

**Present:** Aldermen Shea and Lopez, Irene Robie, Penny Sconsa, Rita O'Connor, Robert MacKenzie, Barbara Vigneault

**Absent:** Ira "Jack" Royer, Fred O'Connor

**Messrs:** T. Wallace, Allen Clark and Doris Duhamel of REI Service Corp., Alice Kelly, Lucille Bayko

Chairman Shea addressed item 3 of the agenda:

Presentation by Architect Thomas Wallace.

Mr. Wallace stated REI Service Corp. are the consultants to us. They are going to help us in locating and evaluating some of the different sites. At the last couple of meetings, we have been focusing on individual sites and we are getting ahead of ourselves. I would like to remind you what the feasibility study was supposed to address and the schedule that we have for going through that to give everybody an idea of how we are going to approach this. The first Task that we have to do is to develop the program for the building. That is identifying how big the building will be, what kind of rooms will go in it and it addresses not just the building but the site as well. So we will be identifying the number of parking spaces and outside activities. The other thing that we will be doing as part of that was evaluating a single building versus multiple centers. Both of those Tasks need to be completed by May 1, 2000. That is the schedule that we are working on. The second Task is to identify all of the different potential sites. We have that listed after developing a program because it is hard to identify what sites would be possible if we do not know how big the building needs to be and how big the site needs to be. That is the reason it is after the first Task. We have allowed six weeks in our schedule to do that. We will be completing the identification or the inventory of potential sites by the middle of June 2000. Allen Clark and Doris Duhamel have been starting to collect demographic information on where the senior population resides throughout the City. Obviously, from the meeting last

week there have been a number of potential sites thrown out. We are working on getting an inventory of properties that the City owns and trying to come up with as many different sites as we can that are potential that we can look at. We want to get that listing and the evaluation of them done by the middle of June 2000. Then the third Task that we have is to take all of those sites and narrow it down to four sites that we are going to focus the study on. The four is actually what was in the original request for proposals that we responded to. Based on some of the discussions that we have had in the last couple of weeks, there could be some modification to that. We will discuss that a little bit later on my agenda. Four is a good number for us to focus on and I suggest instead of looking at the Police Station as one of the four alternatives that we substitute something in its place. But still look at four different possibilities that would involve both a new building on a site as well as at least one renovation possibility being looked at. We have allowed six weeks for that portion of the study. We would be completing that sometime in the middle of August 2000. Then once we have evaluated the four sites, the final Task is to present those four options. It would go through this committee then probably to the Board of Mayor and Aldermen. We would get some comments from that. After that is completed, we would make a final recommendation as to which we think is the best alternative in our professional judgment. We are looking to complete that by the middle part or the end of September 2000, depending on how meetings get scheduled to review all of that. I want to remind you that those are the components of the feasibility study. This is not a detailed design. We are not going to go through and figure out where all of the electrical outlets will be and the telephones and the final finishes. We are just trying to get a broad picture of how big the building would be, what the general cost will be. All of that would be handled in a later design stage which would be the final design of the building once the specific site is known and all of the information about the site. We may or may not be doing that final design. The City will go through the whole selection process again and interview architects, get proposals before we move forward with that. We are focusing on the broad picture now. I wanted to remind everybody of that so we can keep focused and not get sidetracked and start looking at individual trees and lose the picture of the whole forest as to how we are proposing. The next item that I have was the building program development, which is the one of the main aspects of the Task I. We have a couple of examples of other senior centers that have been built. We have the floor plans for the one in Claremont and last week at the end of the meeting I handed out a tabulation of the areas that were included in that building and there was a floor plan attached so you can look at that and be thinking about what rooms that had, how they worked and so forth. If anybody did not pick up that at the meeting last week, I can make some more copies of those.

Alderman Lopez stated that he did not see a floor plan.

Mr. Wallace stated at the end of the meeting I had a handout that had area tabulation of proposed Claremont senior center. On the back there was a reduction of the floor plan. That building had about 9,300 square feet of gross floor area in it. I just got a copy of the one in Danvers at the last meeting and I went through an evaluation of that and tabulated the areas. That had about 11,500 square feet in that building. It gives us an idea of some of the spaces and how much area they were taking. I have not been able to get a floor plan of the one in Chelmsford. It was here at the very first meeting but I did not get a copy of that. I can come up with the areas of that when I get the copy.

Ms. Robie stated that she would get him a copy before the next meeting and gets to your office.

Mr. Wallace stated the last thing is that if there are others that people are aware of that we might use in a comparison it could be helpful. Ms. Robie brought over the list of priorities before the last meeting and I went through a tabulation of that. Using the Claremont floor plan and making some estimates on sizes I went through and put square footages on those spaces just as an idea to see what it came up to. I had that at the meeting last week and some people took copies of that sheet. If you could get some other facilities to see what the room sizes were and using that as a base to start from. I was able to borrow a copy of the design center, which was put out by the National Institute of Senior Centers. This particular book is an older one and Barbara Vigneault may have gotten a newer copy. It is a very helpful book and it goes through the whole process of site selection and evaluating sites. I am going to use this as a guideline to help develop the programs. One of the things that this book did, as I develop the final programs, they put areas into certain groupings like entry lobby, dining spaces, activity spaces, administration areas and that is probably the format that I will use as we develop our program. It is a little easier to understand the spaces and grasp the whole thing if you have them grouped into similar activities. Also, from the Planning Department doing the layouts, it will be easier if we can group areas that are related to one another a little bit better. The other thing that we would like to do as part of this building development program is to get some input from other users of the senior centers if we can. I met with Barbara Vigneault on Thursday and shared with me a questionnaire that she did from the centers.

Barbara Vigneault stated that it was done in 1998.

Mr. Wallace stated what we thought was that it might be useful to us to have some kind of a public meeting that the users of the centers and the general public could come to. Because of the schedule that we have, we would need to do that fairly quickly. What I would like to do, in talking with David Fang and he was going to begin to get it set it, to have a meeting. We have not decided where, we were

talking about perhaps someplace down in the Millyard. UNH has some sort of large meeting room that we could have it at. We could get people from both the East and the West Side to come. Maybe get some information in the newspaper about it and get as many people that could come and hand out at the meeting a questionnaire that would give us some demographic information about the people that were there and have them answer some rather pointed questions about soliciting their opinions. There might be one dealing with single versus multiple centers, location, renovating old buildings versus a new center. Just try to get a good turnout of eighty to one hundred or one hundred fifty people, it would give us some good information. Barbara Vigneault got over one hundred responses.

Ms. Vigneault stated it was over two hundred.

Mr. Wallace stated if we could get that kind of feedback it would give us a good sense as to whether the majority of people favor one thing versus another or if there is an even split on things.

Chairman Shea asked if City Hall would be a better place rather than the Millyard because of all the activity there and the fact that we could use the Aldermanic Chambers. In time maybe the folks would want it in the afternoon.

Mr. Wallace stated that David Fang suggested that because in the daytime the parking would be better. He felt that they have their classes at night.

Ms. Vigneault stated that David Fang had thought that if we did not hold it at either senior center that people would be on common ground.

Mr. Wallace stated the only question that I would have is the parking is somewhat difficult here.

Ms. Vigneault stated that she had an idea of using a bus just to help the parking problem.

Chairman Shea stated with the people who have come here before to different meetings at night. There was plenty of room in the Chambers. It would be less congested here. I would lean towards having it here.

Mr. Wallace stated that the location was not set and we talked about a couple of different possibilities.

Chairman Shea stated that people could get confused in the Millyard because they do not go there very often. They have come to City Hall more and they are more familiar with the City Hall area.

Alderman Lopez stated that he agrees to the extent that City Hall would probably be a lot better. The problem being if you get two hundred people then what do you do. You can put one hundred people in there and it is pretty packed.

Mr. MacKenzie stated that the capacity is about one hundred twenty people.

Alderman Lopez stated that the only other suggestion, agreeing with Chairman Shea about the Millyard being confusing, where there would be plenty of parking would be like the Teamsters' Hall on Maple Street. It has plenty of parking and plenty of room where buses can pull in, drop the people off and pick them up. You need that type of atmosphere if you are going to cultivate the senior citizens to come to a meeting during the day. You might can to hold a second meeting at night. Most of the senior citizens will come during the day.

Mr. Wallace stated that it was decided that daytime was the best time to have the meeting.

Alderman Lopez stated there is the Teamsters', Sweeney Post, American Legion that can provide an afternoon forum. There's plenty of room.

Chairman Shea stated that he thinks it is a good suggestion because there is plenty of parking.

Ms. Robie stated my suggestion was that several AARP members group together in places like St. Catherine's, St. Pius, St. Theresa's and they all have large halls and they have plenty of parking spaces. That could be considered and they are familiar going there. There are some on the West Side also but I am not sure where they are located.

Mr. Wallace stated that David Fang will work on the logistics of where and getting it scheduled.

Mr. MacKenzie stated that we want to have a public meeting, the Aldermanic Chambers is convenient for the staff to get it organized and selected but it does have a maximum of one hundred twenty. We will not have over one hundred people.

Mrs. O'Connor asked Barbara Vigneault about all of the letters that she got were from people dropping in. We could get signatures quicker than people. They do not have the time.

Ms. Vigneault stated that you might have about two hundred people show up. We have held functions at the *Chateau Restaurant* for four hundred fifty people. We could make it a coffee meeting. You could get a business to help out with the expenses. That could be an attraction to have people show up to offer them some refreshments.

Mr. MacKenzie stated that we could spend a little money and have it at the *Center of New Hampshire*. That would be a nice place in one of the main rooms that seats two hundred to two hundred fifty people. We would have to pay a little bit of money but it would be nice space. Although, do you think people would mind parking in the garage at the *Center of New Hampshire*.

Ms. Robie replied that they would not mind because if you park in the garage and you are going to a function at the *Center of New Hampshire* they will punch your card. I think that they would accept that.

Ms. Sconsa stated that this was not her idea, someone else suggested it and I am bringing up St. Cecile's Hall, which is city owned on Lake Avenue. The parking would have to be across the street. I do not know if we want that.

Mr. MacKenzie stated that it is not quite city-owned yet. They are looking to buy the *P.A.L. Center*.

Chairman Shea stated that Barbara Vigneault mentioned the *Chateau Restaurant*.

Ms. Vigneault stated only because they are used to going there for functions and it has parking.

Mr. MacKenzie asked Barbara Vigneault if she knows how much it would cost.

Ms. Vigneault replied that we usually have a meal there for four hundred fifty people. It would depend upon what we could work out with them for cost.

Alderman Lopez stated that the coordination ought to be through Bob MacKenzie and his staff.

Mr. Wallace stated that he is open in terms of what day it is, I just need to know what that is.

Ms. Vigneault stated that the Mayor is having his dinner on May 31, 2000 and there will be about seven hundred fifty people there.

Mr. Wallace stated that we need to have this next week, before Easter. We need the input before we finalize the program.

Mr. Wallace stated that he was thinking of Wednesday or Thursday next week would be the best time. Friday is Good Friday and we would not get much of a showing for that.

Alderman Lopez stated that Chairman Shea is right to have it right here if it is open. You want it next week but you want some publicity out. We can get an answer today and if we cannot get an answer and we are playing around with it for two or three days we might as well have it here.

Mr. MacKenzie stated if we do have to stay on schedule if we have to hold it next, I do not think that we will get two hundred people there. To get that many people you need about four weeks at least to organize it. Maybe we could do it in the Chambers although maybe we could bring in some food.

Chairman Shea asked Barbara Vigneault to take care of that and arrange it with Bob MacKenzie and have it next week either Wednesday or Thursday.

Mr. Wallace stated the other related issue is this draft (not a final version) of the kind of questionnaire that we would use at the meeting. I am still working on this and refining it. If people have any suggestions, maybe they could get them to me for things to add or change the wording if you think it is confusing or you do not understand something. The other part of that is that I spoke with Doris Duhamel of *REI Service Corp.* about the questionnaire and there is another section that we may want to put at the end of it dealing with programs and services that could be offered at the Center. Ms. Duhamel had some marketing education that she might be helpful in terms of phrasing that and working on that. That is something else that we could add onto this.

Alderman Lopez asked how important is it to identify that at this time, Mr. Wallace.

Mr. Wallace replied it might be helpful in a couple of ways in that it might give us a sense that the ability to expand and make the building grow in the future could be very important. The discussions that I have been having so far with David Fang and Barbara Vigneault have been with a lot of ideas instead of if we had space we could do this. Because of the demographics there is going to be a need for the building to be flexible and grow in the future. That might give us some sense as to that. We may get a very large percentage of the people asking for a program that does not exist now. That might indicate that something is important and we should be planning for it immediately and put it into the building.

Alderman Lopez stated as long as we keep focus on the basic building and the rooms in there. Otherwise, this will go on and on. Deciding on what programs will go in there before the building is even built.

Chairman Shea stated it is good to get a general picture because you do not necessarily have to include those programs but you can just get what the thinking might be. You might get some kind of ideas from a certain segment of seniors and then another segment might prefer something else. The general picture might be helpful.

Mr. Wallace stated that a lot of the activity rooms could be designed as multi-purpose rooms. They could be used for classes at one time and use it for another function the next day or as interests change you could change the use of these spaces. It may indicate that we need several rooms that are flexible and that we should provide for that so that the programs can develop and be modified as interests change. I met with David Fang last week and Barbara Vigneault to start going through programs. I have not put any areas on it but these are some of the ideas in the groupings that I have come up with so far that people can look at. Eventually what I will do is start working through these and refining them and once we identify the activities and then putting square footages on them.

Alderman Lopez stated on the adult daycare center, in the centers that we visited, they do not have adult daycare wings for the simple reason that it is so expensive to maintain them. At some future date, they might add on and do something like that. But in Danvers Massachusetts, Ms. Kelly was telling us that it is a very expensive proposition for a senior center to operate. It is costly. Do you agree Ms. Robie.

Ms. Robie replied that is one of the things that she wanted to talk over with Barbara Vigneault. I assume that if we made provisions (a room) so that it would be for the adult daycare that whoever took it, either *Elliot* or *Easter Seals* or *CMC*. Would they be the one to furnish it and would they be completely responsible.

Ms. Vigneault replied what we have done in the last eight or nine months has discussed that there is a need in Manchester for a social adult daycare. Manchester Housing and Redevelopment Authority closed their adult daycare last year. There are a number of reasons that they did this. One is that their mission statement does not have them serve people from the general public. They are to serve their residents. A lot of people who were going to this social adult daycare were people who were living on their own and not residing in Manchester Authority and Redevelopment Authority's apartments. The funding tier that they had was inadequate to serve the needs of the program. There are two different

types of daycare; there is a medical adult daycare and a social adult daycare. We are talking about a social adult daycare; it is not a medical model at all. The social model is not eligible for funds the same way that the medical model is. It does not get *Medicaid* money at all because it is a social model. It can get Title 3 and it can get Title 20 for people who are low income. That is a source of funding for it but it is not a source that is going to provide funding for the whole thing. We as a recommendation committee of elder social service providers, which I Chair, we were trying to find ways in which to fill this need in the community by doing a cooperative basis so that we would have the expertise from the different agencies that are out there that are already funded to do these things. To use their expertise to provide the service to the folks in town who need it and not take it on the backs of the City. What we had was some space available at the East Side center that we were going to use for the adult daycare people. In order to have an adult daycare model succeed you would need twenty to forty people for the program to sustain it financially. We were trying to use the resources from the community agencies to provide the programming. If you are going to get State funds you have to have certain things in order to run a social adult daycare model. The most expensive things on the social adult daycare model are the space and the transportation. *Easter Seals* was willing as well to provide staffing for the professionals that you need to operate the program because it is a licensure program you need a nurse and you need so many staff people per participant in the program. It depends on how much of a demand you have for the project. The agencies are saying that this is a real need out there because people who are caregiving for their parents or relatives they need something to give that person a little bit extra that they need. It might be somebody with the beginning stages of Alzheimer's Disease or somebody with some dimensias that just requires some supervision but not medical needs. The participants would get a noon meal with two snacks a day and the activities that a social recreational director could provide for those groups. It is not a medical model that you need hands-on medical care but you do need that little bit of extra help. Some of the people who come into the senior centers who are well may benefit from the program if they come to the point where they would have some frailties they could participate in the program under a different level. Having it at the senior center makes a lot of sense and if the person needs more of a medical model, then they could be referred out to the medical models in town with *Easter Seals* or *Elliot Hospital*. This is the concept of the program only because the need is there. We had participants who were not getting the service and we had families saying that they need help. We are trying to develop something where they could have a place for these people to go. As far as needs for the room, Tom Wallace and I talked about a few of them. Some that were in the other models were more of a medical model so you would not need some of the things that were included in that. It is a space program and you have to have thirty-five square feet per individual so it is a spacious need type of program. That includes staff as well. You need a good size room in order to provide an adequate

program. There are regulations that are above what we can say if you are going to run a program like that. It is a need in the community though for a social adult daycare model. We were trying to use the expertise from other areas from other agencies so that we would not have to take on the cost to the City. *Catholic Charities* was going to provide the social casework-counseling component with their social workers. We were trying to use those agencies out there to provide some of the expertise that we needed in order to operate the programs so we would not be funding it. We would not actually be getting the grant and funding the project because it is more costly than having them provide it. We were going to allow them to have the space.

Mr. Wallace stated Alderman Lopez's question is good though because at some point we are going to have to make some tough decisions in terms of what goes in this building. If the adult daycare program is going to be 5,000 square feet, you may want to decide that you want to devote that 5,000 square feet to other activities or other things in the building. It is something that in developing this program this stage is so important to come up with what are we putting in the building.

Alderman Lopez stated that is my whole point. If we keep focus on the center itself as a recreational place and programming. When you get into the social aspect or the medical aspect and we become just a recreation center becomes a identity of taking care of *Alzheimer's Disease* or whatever social or medical aspect. You are running a business out of this center that is a whole new ballgame.

Ms. Vigneault stated that it is not medical, it is just a social model.

Alderman Lopez stated but still it is including other agencies that do not want anything to do with that particular program. They want to push it off on other people. This is what is happening in the world today. The State agencies are getting rid of the drug people, the mental people and putting them out in the community and everybody is starting these little programs by getting Federal grants and doing it and pushing all of the things on the City. If we keep focus, in my viewpoint, that we want a recreational center and have a program in the center. As you get the building and you get everything done and you have room to expand, that might be one of the programs that you want to do. Danvers Massachusetts is looking at it but it is a very costly program because you have to have one-on-one aspect when you are dealing with somebody who has *Alzheimer's Disease*. My dad went through it so I know that you have to have more people. I agree with Tom Wallace that we might have to cut that out but maybe for the future as you get the building and get all of these other programs going then you can flourish.

Mrs. O'Connor asked *Elliot Hospital* had a daycare center and they closed it.

Ms. Vigneault replied that *Elliot Hospital* has a medical model.

Mrs. O'Connor stated that they did have a daycare because Trinity volunteered for these people who were dropped off in the morning and picked up at night.

Ms. Vigneault agreed and stated that it is a medical model.

Mrs. O'Connor stated that the woman in charge of it said that they closed that program that was just social not medical. We are going back six or seven years ago. Then they closed it up. I wondered the reason it was closed if it was needed.

Ms. Vigneault stated to my knowledge they have always had a medical model and not a social model. The only social model is with *Manchester Housing and Redevelopment Authority*. They are different.

Chairman Shea asked are there any people who come to either one of the two centers now that have limitations like a wheelchair or is it mostly people who come to go line dancing.

Ms. Vigneault replied we have a few and they have motorized wheelchairs with little carts.

Chairman Shea asked we are not referring to these people at all when we have a recreational center. These are not the people who you are referring to as part of that.

Ms. Vigneault replied that they could still be in wheelchairs and be fine. We are talking about the people who need help with daily living skills. They cannot be left alone because they might leave a stove on or might wander and leave their home and no one is around. It is more for people who need someone there to get them their lunch and a glass of water during the day.

Chairman Shea agrees with the fact that we are biting off more than we can chew at this time in a sense that there would be so many different aspects to that, that we might lose focus here.

Ms. Robie stated that there are so many people here in Manchester who are looking for a place like that because they work. It is very difficult on them. If we are going to build a state of the art senior center we should not be selfish and not just think of ourselves. Maybe because of my age, I am thinking over the border.

I thought that by accommodating us we could accommodate these people and their caregivers. It would be very well occupied. I never thought of the cost. If we opened up that end and turned it over to an agency that they would be completely responsible for it and we would not have to think about the cost. That is the way I have been thinking all of these months.

Ms. Vigneault stated that is the issue. In order to get the program that we have been working on so far, was to present a successfully funded program and that funding tier is important. You need, in order to cooperate with these different agencies, to share in the cost of the program. If they wanted to open that facility and had the money to do so, they would. That is the reason it is a sharing thing. If you had the space then they can provide the staff and you can get others to provide the cost of the program. The important thing that I want to say is if it is going to be a recreational center and that is it, it is not going to work because the Elderly Services Department, in working here for twenty-one years, is not a recreational department. That is what people see when they see the front door and that is it, that is the draw the recreational part. We have an aging population. We have two components to that population; you have the very young and the very old. The fastest growing segment of that population is the very old and that is the frailer part of the population. That is the reason we need to be prepared for those frailties later in life. That is the reason it is important to keep a real important outlook on that social aspect of social services because they definitely are needed. In coordinating with all of the other twenty-eight agencies, that provide services for seniors, we need to have that a very important part of this project. David Fang has said the same thing that it is real important to keep our eyes on the programming part. If we do not and just think about the fun stuff it is not going to fit the needs of the community. The very well senior really can benefit from the recreational aspects and that is the reason they will start to go there but with life's changes along the way they really need the social support.

Ms. Robie asked would you describe an adult care center as merely social.

Ms. Vigneault replied it provides the social support of living day to day and having daily living skills so that you can get by. If someone needs that little boost to get by everyday with that little bit of assistance, then it can be provided in a social model. That is what the community has asked us to look at and that is what we as agencies are trying to do. This choice is up to the Board of Mayor and Aldermen about whether it should be a program that we have or not. If it is important enough for these agencies to spend monies on staff and to spend monies to donate their staff to do this and to cooperate in those ways and provide transportation which is costly. We should not look at that help and deny it because that is providing a service to the community.

Alderman Lopez stated that he totally disagrees with Barbara Vigneault. I agree with you in the aspects of what you are trying to do; collecting all of these agencies and coming in and running all of these human service programs out of the center. I look at this center as a recreational/social place for the senior citizens to gather and do things and have ten or fifteen different programs. The human aspect of this is having transportation to take someone to the hospital or make an appointment. We do not want, at this time, to build a senior citizen center with the philosophy that you have with these other agencies. These other agencies want to give a few dollars and they want somebody to be in charge of it. Otherwise, these other agencies would go out and build their own social aspect of it for the last twelve years. We should stay focused on building a center with improvements beyond and we put multi-purpose rooms in there like Danvers if we are going to go that route. We need to get the basic structure up and running and as far as human elements of the senior citizens will be as far as you want to go to take care of them if you can find the funding and you get the approval. That all comes afterwards. My own personal opinion is to get involved in adult care center or have 5,000 square feet. If somebody has *Alzheimer's Disease* you have to have somebody else there. That is a separate identity from what we are trying to accomplish. I do not want to get into the nitty-gritty of the social welfare senior citizen center that the focus we are going to build that on. All of these other programs nobody has been able to take care of. The State of New Hampshire is pushing everything down onto the cities. The other small agencies have all of these grants to try to push everybody to one focal point. We are not at that stage yet. I want to continue building a senior center where seniors gather and flourish from what that building can do. If that leads you to an adult care center ten years from now that is fine. But we should not bother with it.

Ms. Vigneault stated we need to look at what the department does. We cannot let the tail wag the dog. The senior centers are a program of the department. The social service network is really important to the seniors of Manchester. If they do not have the support and it becomes just a recreational facility, then the mandate of the department and the mission statement of the department are wrong. We need to look at that social service support. The programming in the recreational rooms and the activities are still the same. If you are talking about a social service component to the program does not change the fact that you need the rooms, you need the recreational rooms and the activity rooms. That is the draw. But we are talking about a different issue as far as the social service component as being not necessary because it is. If you have seniors coming to a facility, you need to offer some social service support.

Chairman Shea asked if there were an adult daycare wing built within the senior center, we would build it and the other agencies then would provide the services

and the expense of operating it. They would provide for the care of the people there.

Ms. Vigneault replied they are offering professional staff people to support the programs. We would not have to hire out. It would be like getting a grant.

Chairman Shea asked we are building the structure to house the people and they are going to take care of the operation of it.

Ms. Vigneault replied in the affirmative and stated because the people are going to be there and then the staff people would offer the support of the project. They would provide the service. It would be like getting a grant where you would be hiring those people off of your grant in order to provide the project.

Chairman Shea asked is 5,000 square feet a realistic amount of space or is it too much.

Mr. Wallace replied that was an example and stated that we have not come up with that square footage.

Chairman Shea asked then it could be 1,000 or 2,000 square feet.

Mr. Wallace replied that Barbara Vigneault stated that it is the State requirement to have thirty-five square feet per person. That will tell me what the minimum size would have to be.

Chairman Shea asked is that a minimum that you have to have.

Mr. Wallace replied in the affirmative and stated that is the minimum area.

Ms. Vigneault stated that it is a licensure program so you have to have the components if you are going to be getting money from the State of New Hampshire in order to run a project.

Chairman Shea asked realistically if you were building for recreational purposes, a 10,000 square foot building, you would have to have 15,000 square feet to accommodate the adult daycare.

Mr. Wallace replied if the area that we worked out is 5,000 square feet, you would have to add on that 5,000 square feet or take it out of the 10,000 and only have 5,000 square feet left for the rest of the center. The issue is priorities and weighing them.

Mr. MacKenzie stated this is almost a freestanding module or piece of the entire pie. It does not hurt to look at it because sometime in the future, the City may say well why did you not look at this. It is not a bad idea to look at it, get the cost on it and see how it would fit together. In the end, we would have to make a decision on it. If it is going to cost fifty-percent more to do the building, we may have to make that tough decision. We should evaluate it and classify it as an additional module that we could add and still review it. But it should not be in the basic part of the senior center.

Mr. Wallace stated the input that we have so far is that it should be somewhat of a separate module with some separation from the main part of the building.

Ms. Robie stated when I went into an adult daycare center I saw them sitting too much. If we had a senior center adjacent with a door so that I could see many of them that could come in and join the line dancing. Over at the West Side center I was amazed to see a woman who had *Alzheimer's Disease* joined in and all of the other ladies gave her room and that was wonderful. A man who did not know one card from another, but they were patiently playing cards with him. It is good for the seniors not to get too selfish and to be a little bit more thoughtful of these people who are in their home all of the time. It would be good to have operas, and a place to go outside to sit under the trees and on the grass. It would do so much good for the people of that age.

Mr. Wallace stated the next thing I want to go through is on the program finalization at the bottom of the first sheet. I have been meeting with Barbara Vigneault and David Fang. There is a lot of work and we do not need to take up the time of the whole committee going through that. But if there were a couple of people who might want to sit in on those meetings and help us evaluate. Some of these discussions talk about how many rooms for card playing or what the needs for the big multi-purpose room are for activities; it would help us to get a more accurate square footage.

Chairman Shea asked Penny Sconsa and Alderman Lopez if they would like to sit in on these meetings.

Penny Sconsa and Alderman Lopez replied in the affirmative.

Mr. Wallace stated as we schedule a meeting we can let you know about that.

Chairman Shea stated that it is necessary to have both genders represented.

Mr. Wallace stated once we have our public meeting and a meeting with our sub-committee two weeks from today, I would like to make a preliminary presentation

of a space program for the building. We will take the listing that I handed out and put square footages on those space and talk about what you can do in that square footage and how big it is and get some feedback from the full committee and then we can go back and refine it for the final presentation.

Chairman Shea stated two weeks from today would be April 24, 2000 at 10:00 AM in the second floor conference room will be the next time for this committee to meet. What time are you going to schedule the public meeting.

Ms. Vigneault replied 11:00 AM.

Chairman Shea asked would that interfere with any programs on the West Side.

Ms Vigneault stated that Thursday there will be a big dinner function so they would not be able then. Wednesday would probably be the better day at 11:00 AM.

Mr. Wallace stated it would depend on the availability of the Chambers.

Mrs. O'Connor stated that Wednesdays are bingo, which is usually eighty people on the West Side at 12:00 noon. After lunch they play cards.

Chairman Shea stated that we should have the meeting earlier. How long would it take.

Mr. Wallace replied that he would allow an hour and a half.

Chairman Shea asked if 10:00 AM would allow for the bingo.

Mrs. O'Connor replied that a lot of people go for lunch.

Chairman Shea asked about Thursday.

Ms. Vigneault replied we are trying to get the less important function so that means Wednesday is better than Thursday because they already have meals ordered for Thursday so we do not want to get into that cost.

Mrs. O'Connor stated that is the Easter party on Thursday at the West Side center. If you can have it Wednesday morning that is fine because that gives you time if it is convenient to everybody. There are different programs on Monday. Monday is the best day because anything you want, Claire will put in at the West Side center for something like this.

Chairman Shea asked then why do we have to have it Wednesday or Thursday, why not Tuesday of next week.

Ms. Vigneault stated that she does not have a calendar with her and I do not know if there are any trips scheduled.

Chairman Shea stated if Wednesday and Thursday are difficult days to begin with.

Mrs. O'Connor stated unless you have it Wednesday morning.

Chairman Shea stated even then people might not want to go on Wednesday if they are going to go to bingo at a certain time.

Ms. Vigneault stated that we need some time so we cannot go earlier.

Ms. Robie stated that Tuesday is dancing.

Mrs. O'Connor stated that Wednesday is up to over eighty people.

Chairman Shea asked about Monday.

Ms. Vigneault stated that we need some time to get it together.

Mr. MacKenzie stated you couldn't schedule a major meeting like that for anything less than a week away.

Chairman Shea asked Mr. Wallace if he needs it by April 27, 2000 or can you postpone it for another week.

Mr. Wallace replied if we do it is going to push our whole program back.

Alderman Lopez asked about 10:00 AM on Thursday, the Chamber is available.

Mrs. O'Connor replied there is a big party at the center.

Alderman Lopez stated Wednesday at 10:00 AM is available.

Chairman Shea agreed and stated but you will have to bring many of these forms over to the West Side with you.

Mrs. O'Connor stated that you would get good responses.

Chairman Shea stated if you want to have it on Wednesday April 19, 2000 at 10:00 AM that is okay.

Alderman Lopez stated there should be name, address and telephone number on this document otherwise you are going to have people fill out a lot of them for whatever their preference is. If somebody wants to fill it out then they should put their name, address and phone number on it. So that we know that person is actually filling it out. Even a place for a signature should be on there. Otherwise anybody can take a stack of these and do whatever they want with them.

Mr. Wallace stated that his original thought was that it was going to be a controlled meeting, give them out and get them back. As long as people are not concerned about wanting some anonymity when they fill it out because they would be intimidated that somebody could come back afterwards.

Ms. Robie stated that maybe we could put up posters.

Mrs. O'Connor stated if they are going to advertise it in the *Union Leader* by 9:00 AM everybody in the center knows what is in the newspaper. We will put the posters up and Tuesday morning we have the line dancing so they will see it then.

Alderman Lopez stated if you have one hundred with signatures and three hundred without signatures I would be more inclined to look at the one hundred with signatures.

Mrs. O'Connor stated that is no problem; we just give it to them and ask them to put it for their protection. We do that at the condo meetings, we send them out registered so that there is not any question.

Mr. Wallace stated that he wanted to go over some identification of the potential sites. REI Service Corp. can talk about what they have done so far. But also it would be helpful if people have some other sites. I have jotted down some sites that have been mentioned at the meetings so far. If there are any other ones other than the four I have listed that people want us to actively consider, if you can let me know what they are and we will include them in the list.

Mr. Clark of REI Service Corp. stated we have started to pull together all of the information that we are going to need to be able to identify and make some recommendations concerning sites. Much of the work needs to be done by this committee. As a result, the work that we have done is preliminary. We have started to put together the demographic information, which will identify to the best of the available information, the concentration of the senior population. We began to identify an inventory of what available sites there are at this time. Much

remains to be done. Once we know a little more about the programming, then we will be able to narrow down that focus. If anybody has any ideas about what site might fit, we would be more than willing to have you contact us and give us that information. As we go further down the road, we will be able to include that into our preliminary analysis.

Chairman Shea stated one site that just occurred to me is off Industrial Park Drive where they had a school at one time. It was Lakeside Hospital. Another point related to the *Singer Park* is that we all know there has been discussions about putting four cement towers there. We should draft a letter to the Planning Board to say that if we are going to consider that area, obviously we would like them to perhaps delay any kind of decision concerning those because if there is going to be a senior center near the *Singer Park* area we certainly do not want to compete with four large cement-type of structures that they are talking about. That was my suggestion and I thought it would be helpful if we did draft a note because they are considering that particular site.

Mr. MacKenzie stated that he would like to abstain from the issue of the silos because he will have to provide a recommendation to the Planning Board based upon the City laws at some point.

Ms. Robie stated the other thing that you have to think about if they are going to have a cement plant there is when I go to have my car washed on South Elm Street, there is a *Redimix* in back of there. When they are filling their silos with dry cement, my car is completely covered with the dust. If they have it on Elm Street, would that be detrimental to the seniors' health. Can they guarantee that the scope of the dust will not reach across the *Singer Park*.

Mr. Clark replied I cannot answer that question but what we need to do as we identify the sites, we will have to take into consideration all of those things. Whether it be traffic, environmental, congestion all of those aspects.

Ms. Robie stated we tried to find a central place where the people from the West Side will meet the people from the East Side and that is what we keep in mind all of the time.

Alderman Lopez stated he agrees with Alderman Shea that we should authorize the Chairman to write the letter to the Planning Board asking them to delay it until we decide on the senior center. If the Chairman would do that, it would be appropriate. I do not know how the expansion of the existing West Side center got in there, Mr. Wallace.

Mr. Wallace replied it was brought up at the last meeting.

Alderman Lopez stated it is like the Police Station, you are wasting your time in my opinion. The Elm Street location; we are always open to look at some buildings. In looking at this, you have to determine the parking aspect and the acreage. My experience in visiting all of these senior citizen centers is two to two and half acres of land to make it worthwhile whether it be an existing building on Elm Street, it still needs the parking and 11,000 to 15,000 square feet. If I can help you in evaluating some of this for example Mammoth Road and Bridge Street there is an area there by the ballpark but it is not two and one half acres it is about one and a half acres. If you can get it down to four places that is sufficient with three. Hackett Hill is too far out.

Ms. Robie stated that if you have traveled Front Street lately you would know that you have to compete with the tractor-trailers.

Alderman Lopez stated those are the things the seniors are concerned about. They want to have a place where they can go through without a whole bunch of traffic involved as much as possible and without big trucks and be able to get to the location and park your car. It has to be two to two and one half acres in order to make it worthwhile.

Mr. Clark stated we would identify as many sites as we can and we will go through an analysis and eliminate those that do not meet that basic criteria.

Alderman Lopez stated we mentioned in the beginning that Mr. Wallace was going to develop some type of formula that would eliminate ten of these ideas.

Mr. Wallace stated once we got the ideas no matter how outlandish the site seems that we ought to jot it down and then measure them against the size of the site. The first thing may be if it is less than two acres it is off the list automatically. We are not going to get somebody coming back and ask why did you not look at this one or that one. If we can identify everything that is a possibility to start with and then begin to shortlist it.

Ms. Vigneault asked if a sure thing is one hundred spaces for parking, how much land do you need for that many spaces.

Mr. Wallace replied one hundred cars are going to take up an acre of land. That will give you a rough idea if the building is 15,000 square feet that is about one-third of acre and you cannot have a building with no property around it. Alderman Lopez is correct that we are in the two to two and one half-acre size as a minimum.

Mr. MacKenzie stated that he did get a list for Tom Wallace. There are nine sites that have been given to me by various aldermen and others. I am going to forward them over to Tom Wallace to review. They are not necessarily ones that we are recommending but just the ones that have come up and we should at least identify whether they are useful or not. Secondly, it is going to be very difficult to find a site that is two acres in the City. We may be able to find a handful of them but a lot of the sites that people mentioned do not realize the size that is necessary. I have several sites here by various aldermen. We could go back to them and let them know that we looked at them but it does not meet the two-acre size. The third thing is if I could be somehow recorded as abstaining on the issue of the silos because we will have to provide a recommendation to the Planning Board based upon the City laws at some point. At this point, I want to be recorded as abstaining.

Chairman Shea asked is it possible for the senior center to be built on park lands for example *Livingston Park*. Is it possible to look at sites that are owned by the City that are part of the larger Parks & Recreation Department.

Mr. MacKenzie replied in the affirmative and stated Ron Ludwig told him that whenever we need something like a new firestation he always go to Mr. Ludwig at Parks & Recreation. Those are the nicest looking places in the City and the most land. It is possible to look at it but you have to strike this balance. If we take it, we have to replace it.

Chairman Shea stated for example *Derryfield Park* has a large area. *Livingston Park* also has a large area. I do not want you folks to limit yourselves to commercial or industrial property. We do have land that is connected onto other city-owned areas.

Alderman Lopez stated from being on the Parks & Recreation Commission, if we took *Derryfield Park* land for an example; you have to replace it and you have the *Amoskeag Industry* Board of Directors that you have to go through to justify taking it and getting their permission to do it. All of that land has been deeded to the City for park recreation use.

Chairman Shea stated up at *Derryfield Park* there is a large area across from Hillside Junior High School. I am not sure how much of that is really used now. I know that there is a ball field there, a play area, a softball field.

Alderman Lopez stated that he is not saying that it cannot be done but in most cases because Federal money as been involved, if you take away park land you have to replace it.

Mr. MacKenzie stated Tom Wallace did ask us for a listing of all public lands. David Fang is going to go through and look at the maps. We own a lot of little pieces of land but identify maybe a dozen sites that meet the criteria. We will probably include for now some of those larger parks to look at in the future.

Mrs. O'Connor asked about the land on Elm Street that was mentioned.

Mr. Wallace replied that was Alderman Gatsas' suggestion but he did not say where it was or how big.

Chairman Shea stated that he was referring to is down by the carwash on South Elm Street where *McDowell* has their repair shop in the front and Bush had his headquarters in the front of the building.

Mrs. O'Connor stated that is a good location for both sides, on Elm Street.

Alderman Lopez stated the Elm Street location has not been determined yet.

Chairman Shea stated he does think that property is large enough.

Alderman Lopez stated there might be some other place then.

Mr. Wallace stated that was everything that I wanted to cover in order to keep us moving. This is a summary of the Danvers Massachusetts facility with the tabulation of the areas that they have.

Mr. MacKenzie stated frequently committee members are not here and we pass out information here and not everybody gets it. Maybe we should start including, whatever our staff has for items, on the agenda to go out to make sure everybody has all of the information.

Chairman Shea stated one member of our committee who is missing is Jack Royer. Fred O'Connor is not here but Rita O'Connor can bring him the information.

Alderman Lopez asked the proposed project schedule has been, instead of July we are into September 2000.

Mr. Wallace replied the contract is set up right now that we are starting April 3, 2000. The Task 1 was four weeks from that date which is around May 1, 2000 (we are on that). After that it was six weeks after approval of the program which was Task 2. Task 3 was six weeks after we finalize down to four sites. Those dates that I put in will allow a little bit of time for approval of the phases. I am not trying to push it back but trying to come up with a realistic schedule based on what

our contract states. It all goes back to the time periods that were in the original proposal.

Alderman Lopez asked is there room before the end of September 2000 that if it was a general opinion that the direction we want to go and based on the information that you provided, that we want to excel a little bit. Is there room for that.

Mr. MacKenzie replied in the affirmative and stated if this group identified the program and once *REI Service Corp.* started looking at the sites, if we did a quick analysis on a matrix of all of the sites, if it becomes clear that there are only two real good sites, for example, we could shave off some time and talk to the architect about eliminating the four and putting it down to two and that would save a few weeks.

Mr. Wallace stated we can do that, we are flexible. I just tried to come up with something that would allow a little bit of time between the phases for some review and approvals before we moved into the next one.

Alderman Lopez asked what age are we going to allow senior citizens to fill out this questionnaire.

Ms. Vigneault replied our department is sixty years old who are eligible for the program.

Alderman Lopez asked would it make a difference if somebody fifty-five years old filled this out versus sixty, what do you want to do.

Ms. Vigneault replied for someone to come to the senior center they should be sixty years old or have a spouse over sixty years old. There are age eligibility requirements for all kinds of different programs but ours is sixty years old.

Mr. Wallace asked do you want to limit it to people who are sixty years old and over or do you want to use fifty-five years old.

Chairman Shea stated that he does not think it is that important. If people are willing to make it out you are not going to get a bunch of people fifty or forty-five years old making it out. We did get funding of \$175,000 for the feasibility study and we have \$1,000,000 towards the senior center. As far as funding, we are probably halfway there.

There being no further business to come before the committee, on motion of Alderman Lopez, duly seconded by Penny Sconsa, it was voted to adjourn.

Respectfully submitted,

Leo R. Bernier  
City Clerk