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**Municipal Building  
Committee for  
Prescott School**

Greg Sheldon, *Chair*  
Anna Eliot, *Vice Chair*  
Halsey Platt, *Clerk*  
Gary Green, *Member*  
Alison Manugian, *Member*  
Becky Pine, *Member*  
Lynwood V. Prest, *Member*

### **Meeting Minutes for Municipal Building Committee for Prescott School**

Meeting Date: June 9, 2015  
Meeting Time: 7 p.m.  
Meeting Location: Prescott School, First Floor Meeting Room, 145 Main Street, Groton  
Members: Becky Pine, Greg Sheldon, Gary Green, Anna Eliot, Alison Manugian, Halsey Platt  
Others: Annika Nilsson Ripps, Sue Lotz, Alberta Erickson, Edythe Salzman, Mary Jennings  
Handouts: Agenda,  
draft minutes from May 28, 2015,  
Proposal for Scope of Work from Annika Nilsson Ripps,  
Estimated Revenue and Estimated Operating Costs drafted by Alison Manugian,  
Phase II Project Analysis Outline,  
draft survey questions for GELD insert

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Greg Sheldon opened the meeting at 7:05 pm.

*Halsey Platt moved to approve the May 28, 2015 draft minutes with correction of noted spelling error. Gary Green seconded and motion carried 5:0 (Becky Pine and Lynwood Prest absent).*

Becky Pine entered the meeting.

*Alison Manugian moved to approve the draft Research and Analysis subcommittee minutes from March 30, 2015 and May 11, 2015. Halsey Platt seconded and motion carried 5:0 (Anna Eliot abstained and Lynwood Prest absent).*

*Alison Manugian moved to approve the draft Public Engagement subcommittee minutes from April 7, 2015 and May 12, 2015. Halsey Platt seconded and motion carried 6:0 (Lynwood Prest absent).*

Greg Sheldon offered thanks to Alison Manugian for her work on operating costs and revenue projections. He also thanked Jeff Gordon for his work on the independent survey focusing on business uses. Also, Greg Sheldon clarified the committee's role which is to present work product to the Board of Selectmen who will accept modify or reject. The committee will not go straight to Town Meeting. The committee will go to the Board of Selectmen with its findings. Hopefully, this committee will be presenting after Labor Day in early September to the Board of Selectmen. Administratively, it is easy to put a placeholder article without specifics on the Town Meeting warrant for Prescott School in the event that the Selectmen want Town Meeting's approval of a particular plan or action.

Halsey Platt asked the group to review his draft survey (2-page) which can, once approved, be sent out with the Groton Electric Light monthly bill. Committee members and visitors suggested edits to Halsey Platt who will incorporate them into the final effort. Gary Green will make an electronic version of this survey. Alison Manugian will get the survey sent in an email blast to GDRSD parents.

Group engaged in five minute overviews of business models that were researched. Annika Nilsson Ripps will then take those business models and try to pull most relevant sections together into model for Prescott School. Models reviewed were:

| <b>Building</b>   | <b>Presented by</b> |
|---|---------------------|
| Grafton Town House – similar size, 4.7 million, bonded with CPA funds                 | Halsey Platt        |
| Carey Hall Building, Lexington – offices, meeting space, performance space, CPA       | Becky Pine          |
| Lexington Community Center – large mansion bought from Scottish Rites, 11 mil + 7 mil | Becky Pine          |
| Roudenbush, Westford -- Nonprofit leases for art/education. Sublet other uses.        | Edythe Salzman      |
| Chelmsford Center for the Arts – 2.1 mil bonded with CPA funds, 8,600 sq. ft          | Alberta Erickson    |
| Community Center at North Town Hall – 2.4 million renovation, used 2 days/week        | Alberta Erickson    |
| Emerson Umbrella, Concord – arts ctr, sculpture park, donations/revenue, open often   | Sue Lotz            |
| Arts Space Maynard – former Fowler building leased by town. Artist space, theatre     | Mary Jennings       |
| Twomey Youth Center – 13,000 sq. ft.; old Butler building, revolving fund budget      | Mary Jennings       |
| Monroe Center, Lexington – Arts group rents for 24k per year, some maintenance        | Gary Green          |
| Coolidge School, Maynard – 16,000 sq. ft., now aiming to sell due to location         | Greg Sheldon        |

Becky Pine stated that in the Lexington Town Administrator's perspective, the citizen does not care who provides the services. Rather, the citizen values the quality of services. Senior Services are to be delivered from the Lexington Community Center building. Groton's Senior Center has just released its focus group data today. Committee discussed whether building models consist of (a) towns folding in existing budgeted programs to renovated buildings [less expensive], or (b) are towns building new programs while also renovating old buildings [more expensive].

The brochures of Roudenbush and Emerson Umbrella strike Halsey Platt as possessing the vibrancy that Groton hopes to have for Groton. Concord is a more wealthy community, but Hopedale is not more affluent. Annika Nilsson Ripps will draft a business model template for Hopedale to share with this Committee.

Alison Manugian noted the recreation component that some of the towns have in common. She added that population densities and demographics may be different for different towns and affect comparisons. Gary Green noted that financially solvent operational models, i.e. no cost to school or town, are deemed successful and thus not questioned or criticized by the public.

### Phase II

Greg Sheldon previewed the Phase II list of outlined analyses to be done. Becky Pine asked about a management model, wondering if a 501(c)(3) would be the preferred route. With the prospect of the school district administration as an anchor tenant, then the Town may have necessary time to get a good solution. Halsey Platt suggested that management models are beyond this Committee's scope. Becky Pine commented that it would be useful to have either a recreation department or a council on aging group approaching the Town to seeking to use the Prescott School space.

### Next meetings

June 23<sup>rd</sup> was previously set as a scheduled meeting date. Committee discussed and agreed to meet every two weeks on Tuesdays at 7 pm.

So, future meetings will be:

July 7,  
July 21,  
August 4,  
August 18, and  
September 1.

Meeting adjourned at 9:15 pm.

Notes by Fran Stanley