

## **Town of Andover - Long Term Planning Committee**

Town Hall Community Room  
Monday, November 5<sup>th</sup> at 6pm

### **MEETING MINUTES:**

1. **Call to Order:** Wendy Kopp called the meeting to order at 6:05 P.M.
2. **Roll Call:** Present: Wendy Kopp, Elaine Buchardt and Ed Sarisley, Eric Anderson at 7. Not present: Ken Marcia, Cathleen Desrosiers and Amanda daCunha
3. **Old Business**
  - a. Discuss / approve minutes from last meeting
4. **New Business – topics included:**
  - a. Discussed the following **short-term to mid-term** goals around the “re-purposing and better utilization” of existing buildings to satisfy the needs of our demographics, community and survey results:
    1. **Andover Elementary School** – the left wing will be used as a short term senior center providing space and meeting rooms for community use. How else should this space be best used for the duration of this short term basis?
    2. **Firehouse Community Room** – look into ways to create a better public access to their community room to use as another option for public meeting space.
  - b. Discussed the following **long-term** goals to satisfy the needs of our demographics, community and survey results:
    1. **Community Center** – what would it look like for our town?
      1. **Research** – Ed and Elaine will be doing some research (ask questions, take pix) on other local community centers to share findings at our next meeting on 12/3 in regards to what attributes would be best for our town, i.e.:
        - a. Meeting Rooms: dividable?
        - b. Recreation Rooms: carpeted for yoga, movie screens, billiard and ping pong tables, birthday parties?
      2. **Site Plan:** use this research above to engage a builder to initiate plan on the 70 acres
    2. **Public Works** – fix building or change location as to create a stronger town backbone to better support these short and long term initiatives.
    3. **Trail** – Eric to look into growing use of Trail and parking options
    4. **Marketing**
      1. Use and incorporate the historical and popular attributes of our town (Railroad, Museum, Hop River Trail) into various marketing plans:
        - a. **Real Estate Marketing Plan** – Eric, Elaine and Ken will start to create this marketing plan as a way to attract residents and connect existing space with potential businesses.
        - b. **Communication Plan** – Wendy will look into ideas for a better town communication plan. How do we better disseminate town information to our residents?
5. **Reviewed scheduled 2018 meetings:** Next meeting is on Monday, 12/3 at 6pm to discuss the above listed committee assignments: Community Center research and Marketing Plans (real estate and communication).
6. **Public Participation** no guests
7. **Meeting Adjournment:**
  - a. Motion to adjourn – Wendy Kopp at 8pm, Seconded by Ed Sarisley, Motion passed/Unanimous
  - b. \*Submitted by Wendy Kopp for Amanda daCunha, LTPC Secretary