

Windham Middle School Repurpose Advisory Committee

Purpose:

The purpose of the Windham Middle School Repurpose Advisory Committee will be to serve as an advisory body to the Town Council for the analysis of potential re-uses for the Windham Middle School's renovation design, documentation, construction and potential benefit as a Community Center. The Committee will provide a comprehensive recommendation to the Council for its consideration.

Membership:

The members of the Committee shall be as follows:

1. Two (2) members of the Town Council,
2. Town Manager,
3. Assistant Town Manager,
4. Parks & Recreation Director,
5. Parks & Recreation Advisory Committee Member,
6. Library Director,
7. Library Board of Trustees Member,
8. Facilities & Grounds Manager,
9. General Assistance Administrator, and
10. Up to three (3) members of the public.

Councilors shall be appointed by the Town Council as a whole and the member of the public following application to and recommendation by the Council's Appointments Committee.

The Committee shall elect a Chair and Vice Chair at its first regular meeting or as soon as possible thereafter from within its membership, except that the Town Council representatives shall not be eligible to serve as Chair or Vice Chair.

Charge:

It shall be the responsibility of the Committee to:

1. Utilize the community engagement results from the study conducted in August 2019 which identified the need to create a multigenerational home for all residents, that enhances the quality of life for Windham, provides flexible spaces for a range of activities, and is a self-sustaining business practice that fosters fun.
2. Incorporate the migration of the services and space required for the Windham Library, Parks & Recreation Department, Social Services/Food Pantry facility and Medical Loan Closet facility into the new spaces as well as flexible spaces for the community to engage in various activities.
3. Committee shall evaluate and consider adaptive reuse plans by peer communities as templates as it considers proposing future uses for the facility and develop a conceptual plan within the boundaries of the existing building.
4. Reorganize/repurpose the facility space to improve the employee work experience and customer service experience that encompasses health and safety, e.g. access, egress, security, etc.

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5. Perform a complete review of the condition, strengths and weaknesses of current facilities and how they relate to current and future Town needs.
6. Recommend improvements to current building structures as appropriate.
7. Provide an operational budget for the facility, including maintenance, manpower, debt structure, with revenues/expenses.

Sunset Provision:

This committee shall automatically terminate upon its reported recommendations to the Town Council unless they opt to extend the time of termination.

Approved by Windham Town Council __/__/__ by Council Order 20-__