



TOWN OF WAKEFIELD

ALBION CULTURAL EXCHANGE COMMITTEE

NOTICE OF MEETING

October 5th, 2022 | 7:00 p.m.

Via Zoom: <https://us06web.zoom.us/j/81897631780?pwd=UmtjZWU5S1dPamJSdThNV3hjbWR0UT09>

Consistent with the Governor's orders extending certain provisions of the Open Meeting Law, every effort will be made to allow the public to view and/or listen to the meeting in real time. If you do not have a camera or microphone on your computer you may use the following dial in number: 1-301-715-8592 Meeting ID 818 9763 1780 Passcode 364913. Please only use dial in or computer and not both, as audio feedback will distort the meeting. This meeting will be audio and video recorded. In compliance with the Americans with Disability Act, this location is accessible to people with disabilities, Wakefield provides reasonable accommodations and/or language assistance free of charge upon request. If you are a person with a disability and require information or materials in an alternate format, or if you require any other accommodation, please contact the Town's Disability Coordinator, William Renault-Town Engineer at 781-246-6308 as far in advance of the event as possible. Every effort will be made to grant your request. Advance notification will enable the Town to make reasonable arrangements to remove an accessibility barrier for you.

Albion Cultural Exchange Committee Meeting – Wednesday October 5th, 2022 7pm

1.) Review and Approval of previous meeting minutes.

2.) Building Maintenance –

* KMA Associates - Accessibility options review - sloped walkway and door etc.

Document review, next steps. Review – Albion Street curb eliminations idea.

Send document to DPW, Disabilities Issues Committee etc.

KMA Contract for additional work review, discussion and approval vote anticipated

* Correspondence - Zoning Board of Appeals - Abutter concerns and conversation requests. Follow up with David Hatfield. Invite to developer for our January meeting?

* Correspondence - Commission for Disabilities Issues - pending

* Front bunts getting caught, new system being explored for future, sign light fixture replacements to solve bulb excessive usage problem

* Window cleaning maintenance (As funds allow \$700 approved pending March 2023 expected)

* Rooftop Status Inquiry - Rooftop Patio, Future roof repairs etc.

* Fire Alarm Panel Inquiry - panel replaced, still issues with beeps, inquiries made

3.) Events –

(October) Creatures & Critters Show - Wakefield Arts Collaborative

Many dates, staffing plans etc. review

Oct 15th - Carolyn Lieber late afternoon rehearsal per ongoing partnership with piano etc.



(December 2-3) Holiday Stroll - Carolyn Lieber performance, Arts Collaborative show and sale
(December 22nd) Holiday A Cappella Thursday December 22nd load in 3:30 show 4:30 (Anything on walls? Donation box, water sales?)

(March) Request - March food based show, discussion, and proposal forthcoming

(April\May 2023) Bring the Good 2023

- Bring The Good - Friday April 21, 28 & May 5(Cinco De Mayo)

Idle Hands Brewery Collab - Beer Sampling 4 Sale

- Comedy Show with Paul D'Angelo, Comedy Workshop

(May\June) Request - Blooms event - proposal forthcoming

4.) Promotion –

5.) Funding, Gifts & Donations

Current status

Construction Fund Account - (50K + 70K ARPA less architect fee)

Architect Accessibility Audit sent for payment to Accounting

Future front entrance modifications estimated 50K

Steinway Piano Gift, Future Sound System spec'd by

Onset, rear staff room food\beverage counter\construction - seeking donations conversations with the Savings Bank and others to sponsor.

6.) Chairperson Focus Items 2022 - 2023 Event Year(September to August)

ACE Master Plan

- Summary: Evolving building into 3 story Arts Incubator.(MAPC Study 2017)

- First Floor Gallery and Event space. (Evolving design & Accessibility Compliance)

- Second Floor Artist Workspaces for rent. (5 Spaces & Office projected)

- Basement Classrooms & Maker Space

Strategic Goal: Evolve Building Operations into Non-profit Structure

- * Membership Management (People want to be able to "join" ACE and be a member, confusion with Arts Collab and others groups as to how things work over past years)

- * Program Development (Show Concepts and usage scheduling)

- * Building Management (Independent Manager - Nonprofit - to monitor Maintenance, DPW work, outside contractor work, events)

Schedule Meeting in November to determine usage and operations evolutions to a Non-profit etc. Funding options will increase from MAPC, Cummings foundation etc. with Nonprofit in place.

7.) Un-anticipated topics

8.) Adjournment