

**TOWN OF LUDLOW ADMINISTRATIVE SITE APPROVAL
COMMITTEE MEETING
LUDLOW SENIOR CENTER - STATE STREET & FIRST AVENUE
NOVEMBER 1, 2019**

ADMINISTRATIVE REVIEW COMMITTEE

DPW Director – Michael Suprenant (Present)
DPW Board Member - Barry Linton (James Goodreau) (Present)
Building Commissioner - Justin Larivee (Present)
Town Planner - Doug Stefancik (Present)
Planning Board - Joseph Queiroga (Absent)
 Christopher Coelho (Absent)
Fire Chief – Ryan Pease, alternate Captain Seth Falconer – (Present)
Police – Chief Paul Madera (Present) with Lt. Brennan
Conservation Commission – Angela Tierney (Present)
Bette Kibbe – Historical Commission (Present)

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Guests:

John Hammer – Milone & MacBroom
Rob Todisco - P3 Inc.
Marco Crescentini – Dietz & Co. Architects

Meeting opened at 11:00 a.m.

Mr. Stefancik: Opened the meeting for the Administrative Review Committee for the Ludlow Senior Center.

Mr. Stefancik: Turned the meeting over to Marco Crescentini, from Dietz & Co. Architects to make their presentation to the Administrative Review Committee. Marco and John Hammer made the presentation. During the presentation the Administrative Review Committee members asked questions and the presenters answered.

Mr. Suprenant: Asked if there was going to be a p.v. charging station in the parking lot of the Senior Center.

Mr. Crescentini: No accommodations were not made for a p.v. charging station as it was an added expense.

Ms. Tierney: Asked if the stormwater system could handle the capacity after the future addition is built.

Mr. Crescentini: Yes, should be able to handle capacity.

Chief Madera and Lt. Brennan: Requested that a light be placed at the corner of First Avenue. It is a dark area. Suggested stronger LED lights fixtures to cover dark spots. Recommended one light to cover area.

Chief Madrea: Stated that he would like to see parking spots designated for public safety vehicles and official/municipal use only. Have at least 2 for every day municipal use.

Mr. Suprenant: Raised concerns about the lighting being bright for senior citizens and was looking to have the lights lowered to 2700 K CCT.

Chief Madera: Discussed conduit for camera locations, but that was a discussion to have more with the I.T. Department.

Lt. Brennan: Requested a knock box for ports of entry. A push button type box would be preferable. Police cannot access the Fire Department's knock boxes.

Mr. Todisco: Stated that card access for security purposes was cut due to cost, but could be an item to be discussed later.

Lt. Brennan: Asked if there was to be a generator on site?

Mr. Crescentini: No.

Mr. Larivee: Thought the site should be prepared for a generator. Add the grounding, panel, conduit, pad, and gas line.

Mr. Todisco: Was asked if the site was to be a shelter site. It is not designated a shelter, and he went on to say that showers and larger bathrooms would be necessary.

Mr. Crescentini: Did a visual walk through of the rooms of the Senior Center.

Ms. Tierney: There was discussion of use on the historic brick and building materials. Wanted to know if the new building would be using any of the historic mill building materials.

Mr. Crescentini: No. they are not highly efficient.

Mr. Supernant: Mentioned the valleys and peaks on the roof and snow loads. He wanted the roof to be heated to melt ice and prevent snow jams.

Mr. Stefancik: Asked if the Committee members had any further questions, concerns, or comments. With no further comments, he asked for a few motions to be made.

Ms. Tierney: Made motion to approve a waiver of fee for the Town of Ludlow.

Ms. Kibbee: Seconded motion.

Mr. Stefancik: Motion made and seconded, all in favor, motion passes 8-0

Ms. Tierney: Made motion to waive the traffic study as the traffic study was completed under the comprehensive plan special permit.

Ms. Kibbe: Seconded motion.

Mr. Stefancik: Motion made and seconded, all in favor, motion passed 8-0.

Ms. Tierney: Made motion to approve site plan with the condition to add the number of employees to the chart, add the number of seating to the chart, a light toward First Avenue, and researching the lowering of the outdoor light fixtures to 2700K CCT..

Ms. Kibbee: Seconded motion.

Mr. Stefancik: Motion made and seconded, all in favor, motion passes 8-0.

Meeting Adjourned: 12:25PM

Approved 9/7/23



Joseph Queiroga, Secretary

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