

Ludlow Senior Center Building Committee Minutes

January 4, 2017

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TOWN OF LUDLOW

Meeting called to order by Chairman Richard Moskal at 5:42 p.m.

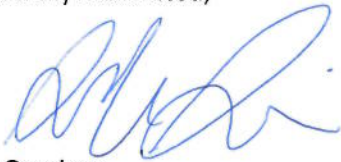
- I. **Roll Call Present:** Jodi Zepke, Steve Santos, Bill Rooney, Richard Moskal, Matt Goncalves, Mike Szlosek and Fred LaFayette.
- II. **Meeting Minutes:** The word "obstained" in the "review past minutes" section of the December 15th, 2016 meeting will be changed to "abstained". A motion was made to accept the amended minutes of the December 15th, 2016 meeting by Mr. Rooney, seconded by Mr. Szlosek and unanimously approved by the Board.
Mr. Ronney's name appears as both present and excused for the December 29th, 2016 meeting minutes. His name will be removed from those present and remain as excused. A motion was made to accept the amended minutes of the December 29th, 2016 meeting by Mr. Santos, seconded by Mr. Moskal, approved by the Board with Mr. Rooney and Mr. Szlosek abstaining.
- III. **Reorganize/Reaffirmation of all members:** Mr. Rooney nominated Mr. Richard Moskal as Chairman, Mr. Fred LaFayette as Vice-Chairman and Ms. Jodi Zepke as Secretary. Committee members are Mr. Steve Santos, Mr. Bill Rooney, Mr. Goncalves and Mr. Szlosek. With no further nominations, nominations were closed. A motion to move the slate was made by Mr. Szlosek, seconded by Mr. Rooney unanimously approved by the Board.
- IV. **Timeline Review:** Mr. Szlosek thought the current timeline was ambitious. He would like to see the committee focused on securing a parcel of land. Once land is secured it will take time to educate the public on the importance of building a new senior center. Mr. Rooney agreed that there is need for a new senior center. He said the committee should not shirk duties of due diligence because of a self-imposed deadline. Mr. Rooney agreed with Mr. Slozek that it would be difficult to do due diligence and meet the current timeline.
Ms. Zepke asked what should be first on a new timeline. Mr. Rooney felt that could be best answered during the joint meeting on January 17th, 2017 with the Building Committee, Board of Selectmen and town council. He thought Town Council could walk the Committee through the appropriate steps and their order.
A discussion ensued regarding when and how an OPM would be hired for the building process. It was agreed this issue would also be discussed at the January 17th, 2107 joint meeting. The Committee agreed to hold off on the current timeline until land is secured.
- V. **Feasibility and Concept Review:** The feasibility and concept review was tabled until a later date.
- VI. **Old Business/New Business:**
 - a. **Request for Proposal Process:** Mr. Szlosek shared the town of Cohasset, MA 2015 RFP for a Senior Center. Ms. Zepke will email a copy of the document to Committee members and try to procure the document in word format. Mr. Slozek will prepare a similar document for the

January, 17th 2017 joint meeting for town council to review. If the Committee decides to put out the RFP the Town Manager would establish a delegation, as she serves as the Town's Chief Procurement Officer. Mr. Slozek asked what town fund the cost to procure land for the senior center would come from. Mr. Moskal will bring the question to the next Finance Committee meeting.

- b. **Continuation of Land Discussion:** Mr. Santos reviewed, for the Committee, the two parcels of land available on Westmass property discussed at the December, 29th 2016 meeting. Mr. Santos and other members expressed their main concern is finding and securing land. If the Committee puts out a RFP for land it will reinforce the fact that the Committee has done an exhausted search of land options in Ludlow. The Committee expressed the need to discuss land possibilities with Eric Nelson, President and CEO of Westmass. Mr. Rooney will contact Mr. Nelson to see if he can attend a Committee meeting to discuss the availability of the parcels and possible covenants.

- VII. **Topic for Next Agenda:** Meet with Eric Nelson, President and CEO of Westmass. The next meeting is set for Wednesday, January 11th 2017 at 5:30 p.m., contingent on Eric Nelson's availability.
- VIII. **Adjourn:** A motion to adjourn was made aby 7:15 p.m. by Ms. Zepke, seconded by Mr. Rooney, and unanimously approved by the Board.

Respectfully Submitted,



Sarah Gmeiner