

Ludlow Senior Center Building Committee Minutes

February 1, 2018

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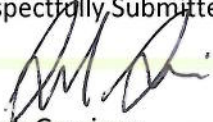
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TOWN OF LUDLOW

Meeting called to order by Chairman Fred LaFayette at 5:39 p.m.

- I. **Roll Call Present:** Jodi Zepke, Bill Rooney, Richard Moskal, Matt Goncalves, Fred LaFayette and Steve Santos.
Absent: Mike Szlosek
- II. **Meeting Minutes:** The committee is tabling past minutes.
- III. **Action Plan:** Fred LaFayette explained the objective of the Building Committee at this moment is to educate the voters of the town of the need and plan for a new senior center. Committee members agreed there is a difference between educating the public and selling an idea to the public. Members agreed they must only educate.
- IV. **Course Of Action:** Member Richard Moskal will run the information committee. He will reach out to town committees and groups. Jodi Zepke and Fred LaFayette will assist Richard at the information sessions. Groups include, conservation commission, department of public works, planning, board of health, library, rotary, lions, Lusitano club, Polish club, Portuguese radio station, Ludlow high school student council, Ludlow Cares, Michael J Dias Foundation. The Committee agreed they should hold public forums and have one of the forums aired on LCTV.
- v. **Parallel Track Discussion:** Member Mike Szlosek had asked Chairperson Fred LaFayette if some of the committee should work on a R.F.Q. before the vote on March 26, 2018 or wait until after the election. After a discussion, members decided to focus on educating the public, but have Mike Szlosek begin the process of creating a potential R.F.Q.
- VI. **Old/New Business:**
 - a. The committee created a standard email response for O.P.M's and other potential contractors who contact committee members. The response is: Thank you for your interest. The Ludlow Senior Center Building Committee is currently seeking voter approval for the construction of a new Senior Center in Ludlow. If approved the committee will then conduct a public RFQ and RFS process to select an owners project manager. We invite you to submit a proposal at that time.
 - b. The committee came with questions to ask Town Council and the Town Administrator regarding what they can and can not do. Member Bill Rooney will set up the meeting. Questions included: Can Senior Center staff members have signs in their yard? Can staff members and committee members hold signs? Can Jodi Zepke give education presentations at a Grassroots event? If someone walks into the Senior Center and asks about the project, what are staff members allowed to say? Can the Senior Center van take people to the polls to vote if they request a ride? Can informational events be held at the Senior Center? Can the Senior Center post voter information?
- VII. **Adjourn:** A motion to adjourn was made by 7: 03 p.m. by Fred LaFayette, seconded by Steve Santos, and unanimously approved by the Board.

Respectfully Submitted,



Sarah Gmeiner

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