

Ludlow Senior Center Building Committee
Minutes – April 12, 2018

Meeting called to order at 5:34pm by Fred Lafayette followed by roll call.

RECEIVED
TOWN CLERK'S OFFICE
2018 JUL 20 P 2:22
TOWN OF LUDLOW

- I. **Roll call present:** Bill Rooney, Richard Moskal, Jodi Zepke, Fred Lafayette Michael Szlosek and Matt Goncalves. **Excused:** Steve Santos
- II. **Vote on past minutes:** Review of 1/11/17, 6/8/17, 6/28/17, 2/1/18 and 2/15/18 minutes. Bill Rooney made a motion to accept all the minutes as presented, seconded by Matt Goncalves. All in favor; motion carries.
- III. **Committee**
 - a. *Re-organize:* Michael Szlosek made a motion that the current slate carries forward; Bill Rooney seconded. All in favor, motion carries
 - b. *Associate members:* Bill Rooney started the conversation. Is it beneficial to have more members? Ones that know about building? Conversation about inviting others to join us as not we can add members since the committee was formed by Town Meeting. Jodi reported that we could ask people to join us in an advisory capacity when we need their expertise.
- IV. **OPM Procedure:** Fred Lafayette asked what is the responsibility of the OPM? Mike Szlosek reported that they are responsible for the whole project. There is usually a fee of 10% Bill to e-mail Ellie Villano for information about OPM. Need to get RFP out for OPM.
- V. **Land Discussion:**
 - a. **Procurement:** Mr. Lafayette asked when we get the property. Jodi explained that the transfer would be at Oct 18 Town Meeting. Bill Rooney asked of we can begin negotiations for the land before an OPM is hired and Mr. Szlosek reported yes. Mr. Szlosek to look further into land acquisition. Mr. Rooney was questioning bylaws and laws about the Town transferring property. There was a discussion about asking Ellie Villano to join the committee as an advisor. Mr. Szlosek brought up having a construction manager at risk (chapter 149A) on board early in this process. Both Mr. Szlosek and Mr. Goncalves tried to explain the CM at risk and most of the committee did not understand. Jodi then said let's hire the OPM first and then worry about the rest of it. Mr. Rooney agreed and stated OPM and land are priorities. The conversation then went back to RFP or Uniqueness. Richard Moskal asked if Westmass will bid on an RFP? Mr. Rooney said he had no reason to think they wouldn't. He is confident that they will respond. Mr. Rooney reported there is no active interest in parcel A and the mission of Westmass is to sell property. Mr. Moskal said let's put out the RFP. Mr. Rooney reported you can negotiate a price after the RFP. Discussion ensued about parcel and A and B. Next steps are as follows: Bill to check with Ellie about coming to meetings.

Matt is going to forward information on OPM RFPs. Michael to work on the OPM RFP. Bill to check on the land.

RECEIVED
TOWN CLERK'S OFFICE
2018 JUL 20 P 2: 22
TOWN OF LUDLOW

VI. Timeline:

- a. Land RFP
- b. OPM RFP
- c. Architect
- d. 149 or 149A
- e. Contractor....March 2019 shovel in the ground.

VII. Old/new business: None.

VIII. Adjourn: Motion made by Mr. Rooney to adjourn at 7:01pm; seconded by Mr. Lafayette. All in favor – motion carried.

Respectfully Submitted,



Jodi Zepke
Secretary