

Meeting Minutes

Senior Center Building Committee

Project:
Meeting Date:
Next Meeting Date:

Ludlow Senior Center
December 12, 2018 5:00pm
TBD

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TOWN OF LUDLOW

Attendees:

- ✓ Fred Lafayette - Chairman X
 - ✓ Richard Moskal - Vice Chairman ✓
 - X Bill Rooney - Selectmen's Rep ✓
 - X Steve Santos ✓
- Matias Gonsalves
 - Mike Szlosek
 - Jodi Zepke - COA Director
 - Daniel Pallotta - P-Three Inc.
 - Robert Todisco - P-Three Inc.

Selectman Rooney left the Meeting prior to any discussion on the Land Purchase

Location: Current Council of Aging Building

Initial Date	Responsible	Status	Description
9/27/18	P-Three	In Process	P-3 Distributed a Preliminary Budget Template. The Budget will be populated with Town Meeting Budget Presentation. 11/8/18: P-Three Distributed a suggested Budget populated with numbers that match the Appropriation. 12/5/18 - No change to the budget 12/12/18 - No discussion
9/27/18	Owner	In Process	Committee expressed concerns with the Land purchase being put forward at the Special Town Meeting slated for October 1, 2018. The Committee wants to make sure the covenants are not too cumbersome for the project. The OPM wants to make sure the mill site has no restrictions on the earthwork material onsite. OPM to work with TA on reviewing Deed. 11/8/18: Chairman Lafayette distributed to the OPM a draft LOI and LOI term sheet. OPM to scan and email Director for committee. 12/12/18 - No discussion
11/8/18	P-Three	In Process	OPM to receive all environmental information possible in connection with the site selected. OPM will seek the MEPA EIR and any testing associated with that EIR. Committee to review findings and make recommendations to BoS at the next meeting slated for 11/20/18 at 5:45pm. 12/5/2018 - P3 reviewed the available environmental documentation and has requested to the Town Administrator that we perform geotechnical borings to investigate the sub soils. P3 will arrange to have the borings completed ASAP. 12/12/18 - No discussion
12/5/18		Closed	Designer Proposals: Eight (8) proposals have been received and ranked by the committee. The committee has decided that the highest ranking four (4) firms to be interviewed will be: Dietz & Company Architects, Caolo & Bienik, BH&A, and Catlin & Petrovick. Firms will be invited to present the evening of December 12, 2018. Invitations will be distributed by P3.
12/12/18	Owner	Closed	Designer Interviews 12/12/2018. The four shortlisted Design Firms were interviewed in the following order: BH&A: 5:15pm Caolo & Beinik: 6:12pm Catlin & Petrovick: 7:17pm Dietz & Company: 8:10pm Following all of the interviews, including a Q&A session with each, the committee then deliberated to choose a design firm to recommend to the Board of Selectment to proceed with. A motion was made by Richard Moskal to recommend to the Board of Selectmen, through the Town Administrator, that P3 enter negotiations with Dietz & Company to design the senior center. Motion then seconded by Mike Szlosek. Unanimous Vote.
12/12/18			Meeting adjourned at 9:36pm on a Motion by Mike and Seconded by Jodi VOTED: UNANIMOUSLY Next Meeting, to be determined