

Meeting Minutes                      Senior Center Building Committee  
 Project:                                  Ludlow Senior Center  
 Meeting Date:                          January 31, 2019 5:00pm  
 Next Meeting Date:                    February 14, 2019 5:30pm

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**Attendees:**

- ✓ Fred Lafayette - Chairman                      ✓ Matias Gonsalves
- ✓ Richard Moskal - Vice Chairman              ✓ Mike Szlosek
- X Derek DeBarge                                    ✓ Jodi Zepke - COA Director
- ✓ Steve Santos                                        ✓ Daniel Pallotta - P-Three Inc.
- ✓ Marco Crescentini - Dietz                      X 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
1/31/19		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 1/31/19 - No change to the budget or schedule
1/31/19		Closed	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. - All matters have been resolved with questions about the land purchase & terms. The transaction to purchase the land will be by the BoS. - Steve suggested that the land should be purchased for less due to it not being shovel ready. Committee will defer to BoS.
1/31/19	Dietz	In Process	Design Update: - P3 believes the total space needs should total 17,000 gross square feet - The building Committee would like to see 20,000 gross square feet - To begin the building sizing process, Dietz was tasked to meet with Jodi to review space needs and program adjacency needs. Committee will review space needs drafts moving forward.
1/31/19			Meeting adjourned at 7:05pm on a Motion by Steve and Seconded by Rich. VOTED: UNANIMOUSLY Next Meeting, 2/14/2019 5:30pm