

GREENFIELD SENIOR CENTER BUILDING COMMITTEE

MEETING OF FRIDAY, NOVEMBER 13, 2015

9:00am – 12:00 noon

Westfield Senior Center, Noble Street, Westfield, MA

AGENDA

9:00 AM: Group tour of the Westfield Senior Center will precede the business meeting.

10:00 AM: Business Meeting

1. Call to Order
2. Review and approval of P³ meeting notes for October 16, 23, & 30, 2015 (meeting notes attached)
3. Update on Administrative Issues
 - a. Survey Status
 - b. 21e and Hazardous Materials testing status – report by December 19th
4. Deitz Contract Status – sent to Lane and Dan for Preliminary review
5. Site Plan Review
 - a. Update on community gardens conversation and impact on site (meeting notes and *Recorder* article attached)
 - i. Proposed Deitz/Moore/Community Garden discussion meeting
 - b. Refinement of option selected at the October 30th meeting
 - c. Connections between site and building
 - d. Connections between site and adjacent uses
 - e. Determine phasing relative to parking, gardens, ex. Building
6. Floor Plan Review
 - a. Review preliminary layouts and adjacencies
7. Miscellaneous
 - a. Overall project/meeting schedule – Phase 1 and after
 - i. Establishing meeting dates that align with work plan
 - ii. Maintaining a tight schedule aligned with local government
 - b. Overall project budget
 - c. Fundraising
 - i. Development of a fund raising plan
 - ii. Collateral – development, status, players
8. Other Business
9. Adjourn

Attachments:

- P³ Meeting notes for October 16, 23, & 30, 2015
- Meeting notes with Community Gardners & ComGarden Plan
- 11/12/2015 *Recorder* Article re. Community Garden