

Senior Center Building Committee Meeting

Date: October 23, 2015 @ 10:00am

Project: Greenfield Senior Center
P3 JN: 1516.00

- Lane Kelley – Director of Finance
- Larry Jubb
- Jean Wall
- Hope Macary – Director of Senior Center
- Jerry Moore
- Ginger Carson
- OPM - Daniel Pallotta

The following transpired:

10.23.1	<p>Prior Meeting Minutes Review:</p> <p style="text-align: center;">NONE</p>
10.23.2	<p>Site Visit:</p> <ol style="list-style-type: none"> 1. Site visit to Westfield Cancelled due to request of Westfield SC director, committee then visited Davis Street site starting at 10:00 AM 2. Committee walked the site had a brief discussion on Davis Street School and location of building. Kerry Dietz asked for some historical data on the site and a 21E and Survey will be ordered. Site appears without measuring to be able to accommodate a 10,000 SF Center with parking being the unknown. 3. Meeting adjourned to the Town Hall Second floor conference room. 4. First order of business was to elect a chairman of the committee. Lane took nominations and Jean nominated Jerry Moore and it was seconded by Hope. The Nominations closed and the committee voted unanimously to appoint Jerry as Chairman. Jerry took control of the meeting. 5. Jerry turned the floor over to Kerry Dietz who had a well prepared agenda of items to help her begin the process of understanding the project. Hope distributed a chart of current space utilization and proposed space needs. This was discussed and discussion of future needs was also discussed. There was much discussion around the kitchen function with Hope explaining that she wanted to make sure the kitchen was “experiential”.

	<ol style="list-style-type: none"> 6. Kerry pushed for a quick 21E and survey and offered to use Berkshire design for the survey. Lane had indicated that she would use a local firm for the 21E and took that action item. (POST MEETING NOTE: 21E and survey have been ordered) 7. Lane indicated that she would be asking for an interim funding by the council as the 21E and Survey would put the project potentially over the funds available. 8. The committee then approved October 30 and November 13 at 9:00 AM as the next meeting dates.
10.23.3	<p>Meeting Adjourned about 12:00 PM. Motion to Adjourn by Larry and seconded by Hope and voted unanimously Next meeting date: October 23, 2015 @ 9:00am Town Hall second floor.</p>

These minutes have been reported as understood by the writer. Should you note any inaccuracies or omissions, please notify this office promptly