



RECEIVED  
TOWN CLERK

Senior Center Building Committee Meeting 2023 NOV -9 PM 4: 05

October 11, 2023

6:00 p.m. Room 9, Town Hall

TOWN OF WILMINGTON, MA

Meeting Minutes

Meeting called to order at 6:06 p.m. by George Hooper, Chair.

Members present via Roll Call: Diane Allan, Vice-Chair, Paul Melaragni, Terri Marciello, Senior Center Director, Theresa Manganelli, Finance Comm., Jeff Hull, Town Manager .

Guests: Susan Inman, Asst. Town Manager, Dan Pallotta, OPM, residents of Wilmington.

Absent: Jack Holloway, Lilia Maselli, Select Board.

- George Hooper asked for approval of the minutes of the September 20, 2023 meeting. Motion to accept made by Theresa Manganelli. Seconded by Terri Marciello. Unanimous acceptance. September 20, 2023 minutes approved.

#### Reference handouts from Dan Pallotta, OPM

#### **OPM Update on Construction and Project Schedule**

Dan Pallotta, OPM, provided a copy of the Site Utilization Plan for J&J Construction and explained the details of it. Diane indicated that they have experienced problems at the existing pickle ball courts with pine needles and asked if there could be consideration given to the trees surrounding the courts. Dan explained that this will be addressed on site at a later date. Jeff asked if the lot has been surveyed for the boundaries with St. Dorothy Church property. Dan stated that J&J Construction asked for the CAD files and the original survey was transferred to them. They will re-survey in the coming week.

Dan provided a copy of the "4 week Look Ahead Schedule" for the contractor that he requires to keep the contractor on schedule. Terri will be provided with a master schedule for posting at the Senior Center. He stated the kick-off meeting with J&J Construction went very well and they have been in constant contact with the architect, Dietz and Co. Construction will begin in the coming week.

Dan provided a copy of the newsletter flyer that will go out to the abutters in the coming week to include the Church. There are some concerns about receiving comments when they start to remove trees. Paul suggested that this information be announced prior to tree removal on the Town's social media sites as well as with WCTV.

## **GROUNDBREAKING**

A tentative date of October 25, 2023 has been set for the groundbreaking ceremony. George will provide the number of attendees to the OPM. Terri will host an after -ceremony celebration at the Senior Center.

George asked what the Committee would like to have on the sign that will go on the construction fence. It was decided that "Future Home of Wilmington Senior Center" is appropriate.

## **Next Steps and Upcoming Meetings**

It will not be necessary to have regular meetings ongoing. The next meetings are tentatively scheduled for November 8 and December 13. George will notify the members if it becomes necessary to hold the meetings.

## **Public Comments**

A resident asked if there is going to be a "clear cut" on the trees or will some be left along Mass Ave. Dan stated that there is a "limit of work" plan that the contractor has been provided and will follow. It has been planned that other trees will be planted to fill in. Jeff asked what kind of fence will be installed along the perimeter of the property. Dan was unsure but is assuming it will be a covered fence to limit dust and debris.

- George entertained a motion to adjourn the meeting. Motion made by Paul Melaragni. Seconded by Theresa Manganelli. Unanimously approved. The meeting was adjourned at 6:50 p.m.

Respectfully submitted,

Rebecca Sanderson  
Secretary