

TOWN OF NEWINGTON

TOWN HALL RENOVATION PROJECT BUILDING COMMITTEE

MEETING MINUTES

July 1, 2013

LOWER LEVEL CONFERENCE ROOM L101, TOWN HALL

- I. Call to Order –the meeting was called to order at 5:40 PM by Chairperson McBride.
- II. Roll Call – Members present: Scott McBride, Chairperson; Myra Cohen; Beth DelBuono; Pam Raynock; Jen Win-Johnson and Bill DeBlasio. Others present: Members of the public; Lou Jachimowicz, Chief Finance and Operations Officer; and Jeff Baron, Director of Administrative Services.
- III. Public Participation – None.
- IV. Approval of Prior Meeting Minutes – Mrs. Cohen made a motion that the minutes of the June 3, 2013 meeting be approved as presented. A second to the motion was provided by Mr. DeBlasio. The motion passed unanimously.
- V. Determine Architect Respondents to be Interviewed – Thirteen firms responded to the Town’s Request for Qualifications. All thirteen were determined to be qualified. Based on their individual review of the thirteen qualifications statements, each member identified the firms that they preferred, generally based on the information in each statement and projects of a similar nature each firm had been involved with previously. The Committee agreed by consensus to interview three firms. They are, in alphabetical order, Amenta/Emma Architects of Hartford, Jacunski Humes Architects of Berlin, and Kaestle Boos Associates of New Britain.
- VI. Architect Interview Process – Interviews will be held in Conference Room L101 on Monday July 15, 2013. The meeting will start at 5:30 PM and the first interview at 5:45. Mr. Baron will schedule interviews and prepare questions. The questions will be distributed to the entire Committee. Fee proposals will be requested for the previous business day, July 12th, and will also be distributed to the Committee members for review prior to the interviews. The format will be similar to the Construction Manager interviews. Each firm will be asked to address their pre-referendum experience, provide a list of their current projects, to discuss their occupied building experience, and the method that they use to present information to the citizens of the Town about the project.

- VII. Any Other Business Pertinent to the Committee – Mrs. Cohen stated that it was now her opinion that the proposed location of the Community Center was too far away from the other Town buildings to be considered part of the Town Hall campus. She feels the architect should be allowed to consider relocating the bus garage and exploring the possibility of putting the new Community Center at that location. Mr. McBride noted that this concept had already been discussed and that the decision had been reached on the location for the Community Center. He encouraged members to look forward and focus on the matters in front of them rather than looking backwards and revisiting topics and matters that had already been decided.
- VIII. Public Participation – Rose Lyons, 46 Elton Drive. She feels that she has been following the procedure pretty well to date. She asked the Committee to verify that the architect was being hired to design both the Town Hall and the Community Center. She asked if there was a timeline for the referendum. She noted that she had favored changes earlier that included taking the library’s plans into account.
- Don Woods, 82 Ivy Lane, Chairman off the Board of Parks and Recreation. He asked if, during the process for the new Community Center, the entire potential for the site would be considered or just what is being done today. He noted that the Mill Pond pool and the fully accessible playground were not planned to be relocated until after the project was completed. Their requirements would need to be accommodated.
- IX. Committee response to public participation – Mr. Baron stated that the architect would be doing the design for both the Town Hall and the Community Center. The architect, as part of their investigation, would be informed about the Town’s future plans to relocate the pool and the playground, as well as the library and the need for improved parking. Mr. McBride stated that whatever is done will be done in the best interests of the Town and the entire campus. The referendum is anticipated for February. An architect will not be selected until the end of July at the earliest. A November referendum is no longer realistic.
- X. Adjournment – the meeting adjourned at 6:40 PM.

Respectfully submitted,

Jeff Baron

Jeff Baron
Director of Administrative Services