

TOWN OF NEWINGTON

TOWN HALL RENOVATION PROJECT BUILDING COMMITTEE

SPECIAL MEETING MINUTES

January 19, 2012

TOWN HALL CONFERENCE ROOM L101

- I. Call to Order –the meeting was called to order at 7:03 PM by Mayor Woods.
- II. Roll Call – Members present: Myra Cohen; Jay Bottalico, and Pamela Raynock. Others present: William Collins, Superintendent of Schools; Lou Jachimowicz, Chief Financial Officer; Robert Korpak, Director of Facilities Management; and Jeff Baron, Director of Administrative Services.
- III. Public Participation – None.
- IV. Approval of Prior Meeting Minutes – Mr. Bottalico made a motion to approve the minutes of the April 4, 2011 and the August 11, 2011 meetings as presented. Second by Mrs. Cohen. The motion passed unanimously.
- V. Planning for Future Work – The only funding currently available is for a study. A Town Hall Complex campus wide study is needed. The Town needs to have a plan that it can communicate to an architect. Parking has been a problem. The Friends of the Library have acquired land and plan to expand. \$45,000 was put in the Capital Improvement Plan to look at the whole campus. Some money was spent but most of it is still available. A study would look at the inside of the building and also externally. The Project Architect, Kaestle Boos Associates, gave Mr. Korpak a proposal for a Municipal Campus Site evaluation. The Committee is being asked to commission the study.

Mr. Korpak stated that the Committee also needs to look at the roof of the building. He asked Kaestle Boos Associates to look at different scenarios: possible relocation of the Mortensen Community Center, roofing, etc. \$21,000 was Kaestle Boos' cost for the campus wide study. Their cost was an additional \$15,000 for a roof study, which would consider the feasibility of roofing over the present courtyard and creating an atrium, as well as considering various styles of roofs for the various areas of the building. Planning is needed before any more work is started. Requests for funding to perform any future work would go before the CIP

Committee or a decision would be made as to whether to request a referendum.

A question was raised on how the possible removal of the Community Center from Town Hall came about. This was the result of a study commissioned by Parks and Recreation under the previous Director. Relocating the Community Center would solve a lot of problems with the Town Hall. If it was built across the street, as anticipated, it would keep recreation activities on the other side of Garfield Street. This would allow for design of an atrium with Council Chamber overflow in mind. Kaestle Boos Associates would not be directed to relocate the Community Center, but rather to consider this as an option. They could also consider relocating the Transportation Garage.

Mr. Bottalico stated his belief that roof work had to be done this year. Mayor Woods supports moving forward with the study. It could be two to three years before construction takes place. A master plan is needed first. Mr. Bottalico noted that the new Community Center would have to be built first, before the current gym could be touched. Then the Town would do the roof for the gym because it will be known what the Town is going to maintain.

The Mayor wants all the buildings and areas of the Town Hall Complex campus to move, flow and work because they do not right now. What is now the main entrance to the Town Hall could eventually become the main entrance for Human Services. The need is to have a master plan and the need is to attack globally.

Mr. Bottalico inquired about State reimbursement if the Board of Education Central Office area roof were to be replaced. Mr. Jachimowicz noted that some reimbursement would be available, but as this would be a small part of the total amount needed for roof replacement, a determination would need to be made if the amount of money received would justify the extra money that would have to be spent to meet State requirements.

One goal is to be able to open Cedar Street to the upper parking lot. Ms. Raynock expressed a desire to address the “false door” of the Town Hall on Cedar Street. The potential to fix problems is almost unlimited, but a plan is needed.

Infrastructure is deteriorating. A new roof is needed over the Transition Academy, as this was not part of the interior renovation work. Kaestle Boos Associates will be asked to develop a cost for roofing and related design. That would be put in to the CIP request. A decision is needed on the style of roof. A metal roof is a possibility. It would be more expensive to install initially, but would be permanent.

The Town Hall still doesn't have enough of a heating load to convert a boiler to hot water. This conversion can take place once another section is renovated. There has been mold and a moldy smell in the auditorium, Town Clerk's Office and Human Services area of the building. Steam lines in this part of the building are under the floor and are

patched each spring. There is a need to eliminate these steam pipes from the heating system, which would occur when the system is converted to hot water.

There have been discussions about moving the Town Council meeting location to the Lower Level. Channel 14 applied for a Department of Public Utilities Control grant for equipment for Room L101. The Council Chamber is too dark. There have also been complaints about acoustics at Town Council meetings.

There is \$39,085 available for planning. There is not much money left from the Transition Academy and Lower Level Renovations project.

Mrs. Cohen noted that there are also other projects that will need to be done. Many schools and Town buildings had their roofs replaced in the mid 1980's and many will need to be replaced at the same time. The Board of Education has an extensive roof replacement schedule. The Mayor stated that the Town has positioned itself, through the Capital Improvement Plan and working with the Board of Education, to be able to tell taxpayers at the next bond referendum that taxes will not increase as the result of additional bonding. Mr. Bottalico requested that the Town Manager provide an explanation to taxpayers on how the Capital Improvement Plan and bonding works. Capital improvements are an investment to maintain and enhance the Town's assets. Construction costs are still at a favorable level.

Mr. Bottalico made a motion that the Committee authorize the Town Manager to enter into contract with Kaestle Boos Associates and direct them to proceed with a campus site evaluation study and a roof study, with the intention that the Committee have a roof replacement cost estimate for this year's budget deliberations. Second by Ms. Raynock. The motion passed unanimously by a vote of 3 YES to 0 NO.

- VI. Any Other Business Pertinent to the Committee – Mr. Baron was directed to contact all Committee members by e-mail and ask them to identify their preferences for times and days of the week for future meetings.
- VII. Public Participation – None.
- VIII. Committee response to public participation – None.
- IX. Adjournment – the meeting adjourned at 8:03 PM.

Respectfully submitted,

Jeff Baron

Director of Administrative Services