

TOWN OF NEWINGTON

TOWN HALL RENOVATION PROJECT BUILDING COMMITTEE

MEETING MINUTES

July 17, 2012

TOWN HALL CONFERENCE ROOM L100

- I. Call to Order –the meeting was called to order at 5:30 PM by Chairperson McBride.
- II. Roll Call – Members present: Scott McBride, Chairperson; Myra Cohen; Jay Bottalico, and Pam Raynock. Others present: Lee Olsen, Olsen Design Group; Mayor Stephen Woods (left at 6:00 PM); Dr. William Collins, Superintendent of Schools; Lou Jachimowicz, Chief Finance and Operations Officer; Robert Korpak, Director of Facilities Management; and Jeff Baron, Director of Administrative Services.
- III. Public Participation – None.
- IV. Approval of Prior Meeting Minutes – Mrs. Cohen made a motion to approve the minutes of the April 18, 2012 meeting as presented. Second by Mr. Bottalico. The motion passed unanimously.
- V. Discuss Feasibility Study Results and Recommendations – Mr. Olsen distributed his feasibility study concerning Town Hall expansion/renovations and presented the pertinent portions in detail. He identified the previous studies and other documents that he had reviewed. He presented the results of his discussions with various individuals, departments and boards. The report mentioned a number of deficiencies that the current Town Hall has. Mr. Olsen presented five options, with the strengths and weaknesses of each, ranging from doing nothing of major significance to constructing a new Community Center. The latter option did not have a location recommendation. Mr. Olsen recommended select demolition, phasing of renovations and new construction of the Town Hall, and construction of a new Parks and Recreation Community Center. Preconstruction, construction, and post construction recommendations were made. These included recommendations to select a design team to renovate Town Hall, conduct a design competition for a new community center, to select a construction manager, to actively foster community engagement, and build to LEED standards. A series of drawings were included in the report, showing an idea for a new public atrium, an idea for a new Town Hall entrance, the upper floor, and six conceptual drawing of what a Garfield Street entrance could look like. Mr. Olsen identified two

key milestones (acceptance of the report and a recommendation to the Town Council, followed by acceptance on the part of the Town Council and establishment of referendum date) and three project initiatives, one of which was to organize a legitimate design competition, restricted to Connecticut architects and engineers. The competition would provide the Committee with the design and graphic materials needed to sell the project to the community. The competition would only be for the Community Center. A construction manager would be needed from the start. A timeline was presented in the report for a public referendum in May 2013. The recommended order of events would be build the new community center to house Parks and Recreation activities first, then demolish the Town Hall gymnasium, do the site preparation for the Town Hall and complete the Town Hall renovations. Aerial drawings/photographs were included in the report, showing potential community center locations. A place for the bus garage would also be needed.

At the conclusion of the presentation of the study, the Committee discussed whether they wanted a separate Community Center, and whether to reach any formal conclusions that evening or to read and digest the report in more depth first. Mrs. Cohen felt that the Committee needed to determine what a new Community Center project would involve. Mr. Bottalico made a motion to recommend that the Town Hall Renovation Project Building Committee build a new Community Center and renovate the Town Hall. . Second by Mrs. Raynock. Discussion: Mr. Bottalico and Mrs. Raynock were in favor of having the Community Center and the Parks and Recreation Department in another building. They stressed the need to move the project forward. Mrs. Cohen did not feel she could conclude that a new Community Center was the right decision without more information (namely, a firmer cost estimate, what would be included, and the impact on the Capital Improvement Plan). Mr. McBride felt that one would vote against the motion if one wanted to keep Parks and Recreation in the Town Hall. He also felt that the process provided a safety net and that the Committee could take a step back if it did not like what it heard during debate in the public forum. The motion passed by a vote of 3 YES (Mr. McBride, Mr. Bottalico and Mrs. Raynock) to 1 NO (Mrs. Cohen). Mr. Olsen was also thanked for his presentation.

The Committee then discussed the possibility of keeping Mr. Olsen on board to assist with the process, particularly regarding community engagement and the design competition. Mr. Olsen reminded the Committee that they needed to find a site for the Community Center and that they needed to work with both the Board of Parks and Recreation and the Parks and Recreation Department staff. Mr. Olsen's assistance would help to get the project done on schedule and on time. He will put together a proposal and Mr. Korpak will determine what help he feels he needs.

- VI. Any Other Business Pertinent to the Committee – The Committee agreed to hold a special meeting on July 31 at 5:30 PM. Mr. Baron noted that the Town Council approved a resolution in May that added the Town Hall Roof to the charge of the Committee.
- VII. Public Participation – None.
- VIII. Committee response to public participation – None.
- IX. Adjournment – the meeting adjourned at 7:15 PM.

Respectfully submitted,

Jeff Baron

Jeff Baron
Director of Administrative Services