

Town Hall Building Committee
Bantam Annex
80 Doyle Road, Bantam
April 18, 2012

Special Meeting Minutes

Present: William J. Buckley Jr., President; John Langer, Vice President; Diane Fredsall, Secretary; Lynn Brickley(7:38), Ann Curtis, Peter Ebersol, Jack Healy, David T. Wilson, Jeffery Zullo(7:40), Alternates: Lisa Losee and William Deacon, Jr.(7:38). Public Present: John Martin, Architect; Mary Tetreault, Nancy Southard, John McKenna

Call to Order: President William J. Buckley Jr. called the meeting to order at 7:31 p.m.

Presentation and Discussion by Architect: John Martin went over the plans for the Town Hall that he designed for the last Committee. Dave Wilson was concerned about emergency egresses during construction. Mr. Martin explained where the exit would be located. Mr. Martin also explained that square footage was determined by a combination of requests, studies and committee opinions. Lisa Losee explained that the setup for community use of computers would not work for her office (Town Clerk) as she is required by the state to have her own server and it must be secured as it contains sensitive information. It was determined that do to other issues regarding the Town Clerk office that John Martin would meet with Lisa Losee to determine her specific needs. David Wilson asked if future growth was worked into this plan and Mr. Martin responded that the committee went out 10 – 20 years for future growth. John Langer questioned how many Town Halls Mr. Martin had designed and how many he had visited. Mr. Martin responded that he had not designed a Town Hall before this one but had visited 4 to 5 Town Halls. John Langer also questioned how many of the 50 parking spaces would be used for Town Hall Employees. Jack Healy will report at next meeting. Mr. Martin mentioned that we were wasting time focusing on the last set of drawings as they will not be used. Peter Ebersol mentioned that with the pending litigation concerning the Chabad perhaps we should check and see if there will be any repercussion if we build a building on such a grand scale. It was determined that the committee will again visit the requests by department head as far as needs go – Ann Curtis will work with First Selectman Leo Paul to get a letter out to assess department needs. John Langer asked where estimates for building came from – it was explained by Mr. Martin and William Buckley that the estimates came from two sources and then a middle ground was estimated. Jeff Zullo suggested that the committee address efficiency before needs. Diane Fredsall commented that if space is already issue how or why we would cut it more. Ann Curtis questioned if monies could be saved by using less expensive facade treatments and perhaps removal of the clock tower from the design. William Buckley asked Mr. Martin what the next steps should be; Mr. Martin suggested 1st we decide square footage needs; 2nd approach the Historic District for approval; 3rd figure needed spaces(floor plan); 4th determine elevations; 5th finalize plans and do cost analysis. Lynn Brickley suggested that space needs to be a priority. Jeff Zullo stated that no one has said that we can't build two buildings on the site. Jack Healy suggested that Parks and Recreation may be moving to Community Field if the 10 year plan comes to fruition; Diane replied that that was only to be a Summer Office. It was determined that many departments have storage issues. Jeff Zullo suggested that the Selectmen need to give the committee a directive concerning the Probate Court and its needs.

Budget: We have a \$19,000 budget.

Contract with Architect: Mr. Martin submitted a proposal for \$15,000. Jack Healy asked if cost estimates would be involved. Jeff Zullo & Peter Ebersol expressed concerned that there will not be enough left for other expenses. William Deacon suggested that we would need a detailed drawing to get an accurate cost estimate. Dave Wilson made the following motion: Authorizing John Martin Associates – Architects, LLC services as proposed by John Martin dated April 18, 2012. Motion was seconded by Jack Healy. Motion passed unanimously.

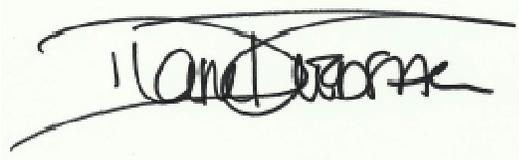
Contract with Recording Secretary: Tabled

Overview of THBC Report Dated 7/24/08: Covered in Presentation and Discussion by Architect

Correspondence: To be addressed at next meeting.

Adjournment: Jack Healy made a motion to adjourn, seconded by Lynn Brickley. Motion passed unanimously. Meeting closed at 8:59 p.m.

Respectfully Submitted:

A handwritten signature in black ink, appearing to read "Diane Fredsall", is written over a light green rectangular background. The signature is stylized and cursive.

Diane Fredsall
Secretary