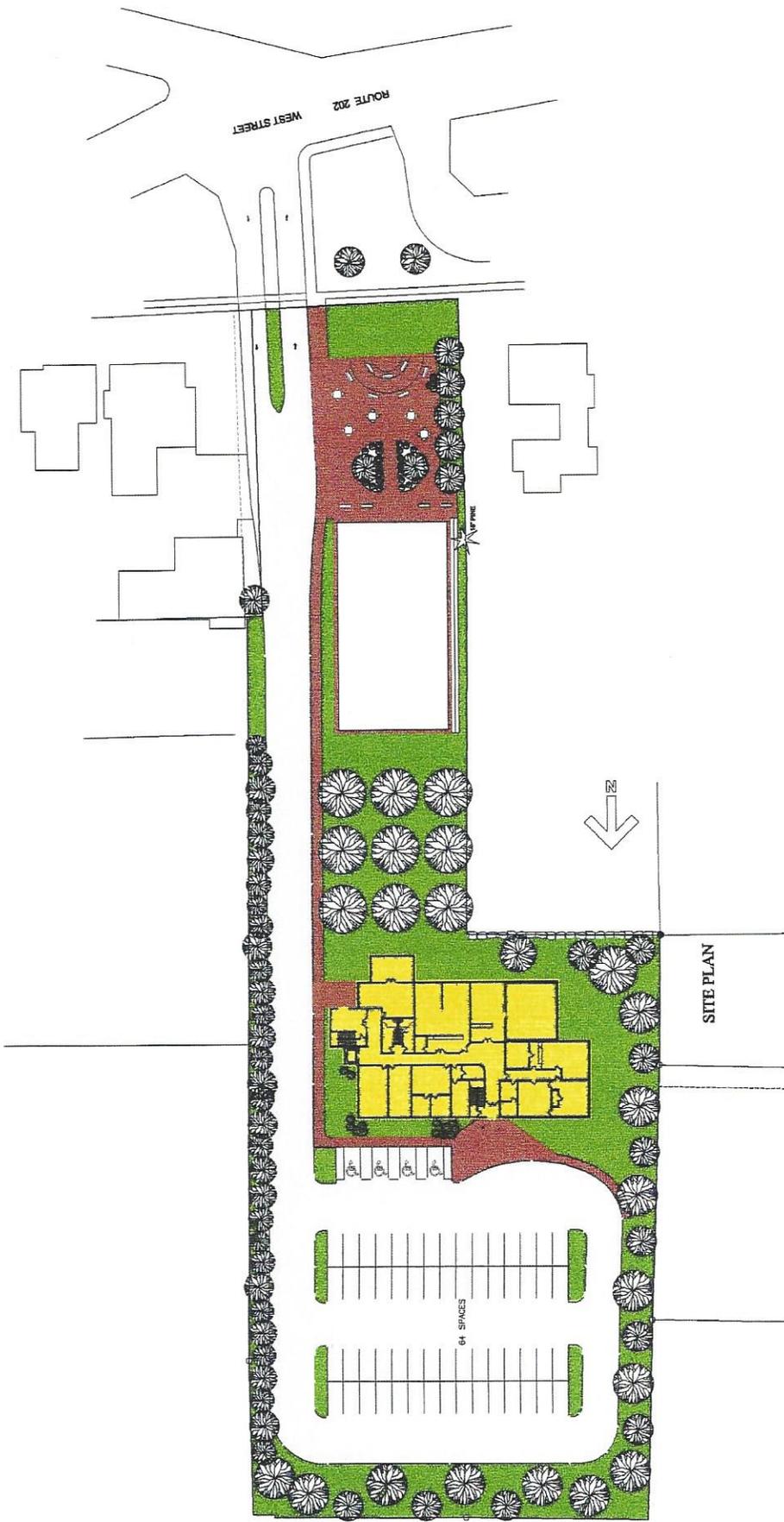


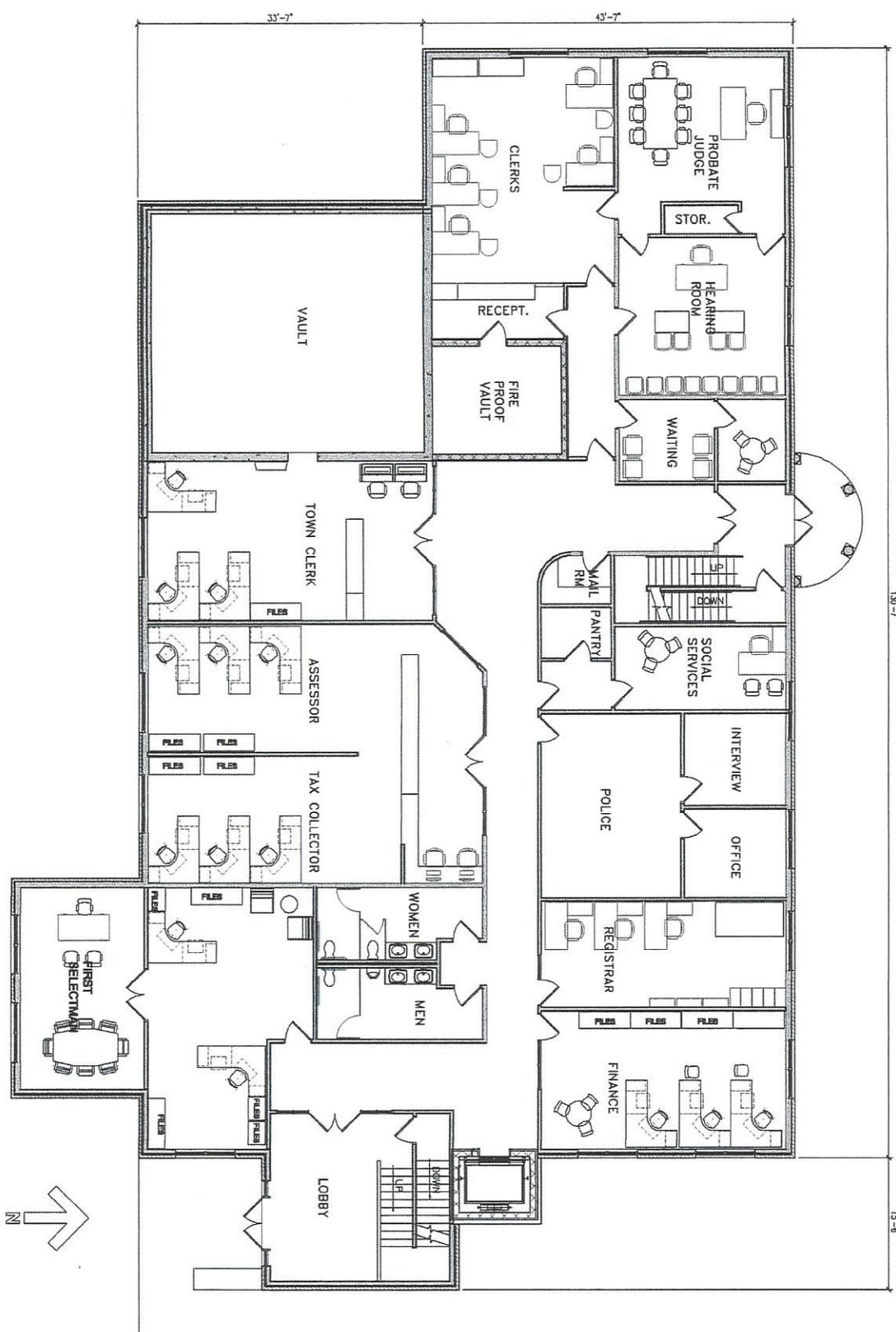


PROPOSED
LEIGHFIELD TOWN HALL
JOHN MARTIN ASSOCIATES ARCHITECTS

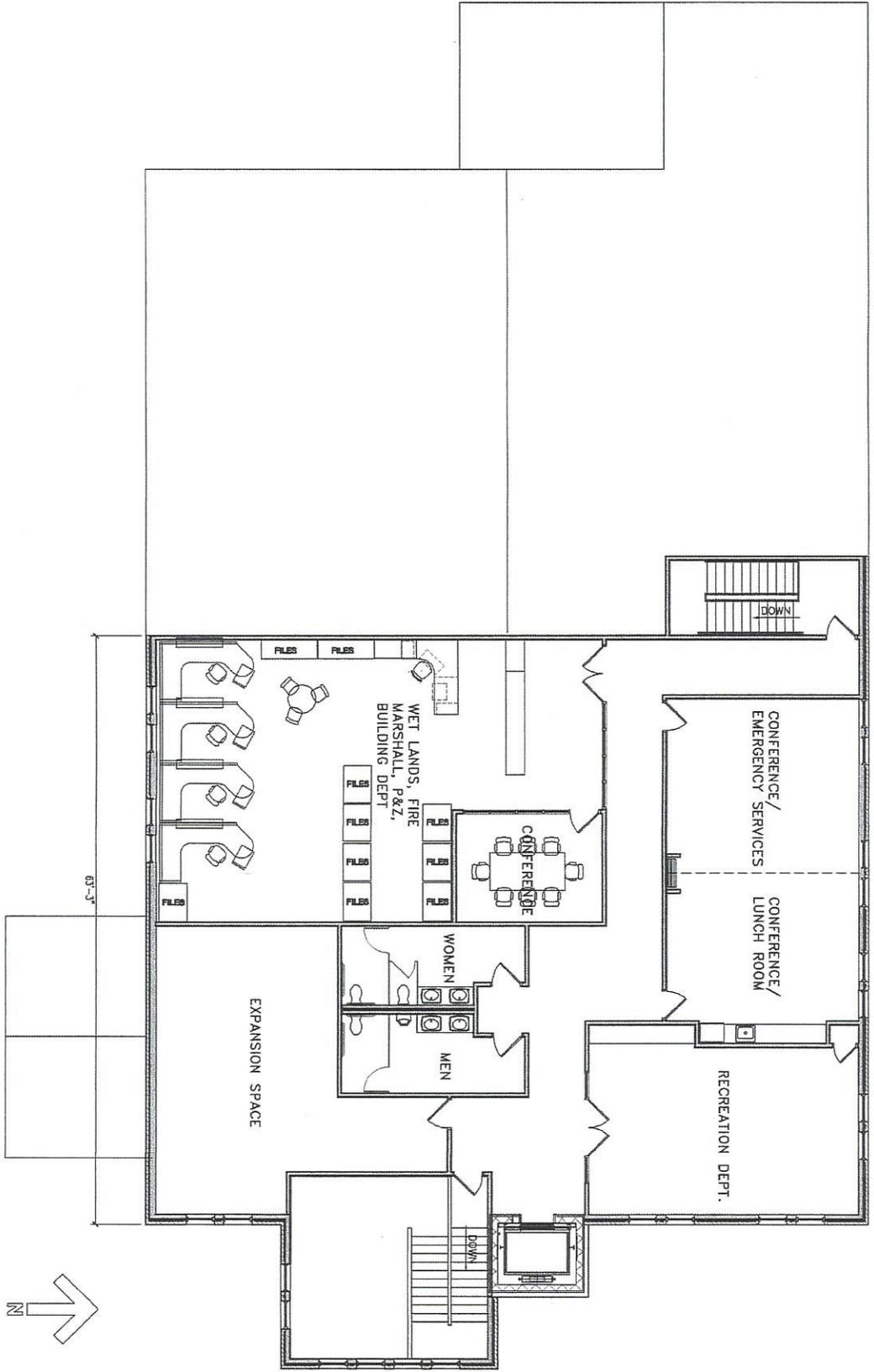


PROPOSED
LITCHFIELD TOWN HALL
JOHN MARTIN ASSOCIATES - ARCHITECTS





1 FIRST FLOOR PLAN
 TYPE - T-50



63'-3"

2 SECOND FLOOR PLAN
1/8" = 1'-0"

LITCHFIELD TOWN HALL

9/1/2016

AREA COMPARISONS

SPACE	EXISTING	PROPOSED
FIRST SELECTMAN	694	984
TOWN CLERK	1410	1726
TAX COLLECTOR	300	620
ASSESSOR	380	630
FINANCE	595	534
REGISTRAR	216	394
REGISTRAR STORAGE		
POLICE	795	666
PROBATE	840	2135
WET LANDS, FIRE MARSHALL, P & Z, BUILDING DEPT	1548	1522
P & Z STORAGE	345	
MEETING ROOMS	657	808
MEETING RM STORAGE		
SOCIAL SERVICES	115	337
EMERGENCY OPERATIONS		
MECHANICAL ROOM	323	
UTILITY ROOM		
COMMUNICATIONS ROOM		
COPY & MAIL ROOM		51
CONFERENCE ROOMS	2870	3754
COMMON STORAGE		
LUNCH ROOM	126	622
RECREATION DEPT EXPANSION	1465	742
TOTAL	12679	15525
LITCHFIELD TOWN HALL	8083	
BANTAM FACILITY	4596	

* A LOCATED IN BASEMENT

* B COMBINED WITH MEETING ROOM

BASEMENT 7,176 SF
 FIRST FLOOR 10,308 SF
 SECOND FLOOR 5,217 SF

LITCHFIELD TOWN HALL

Estimated total project cost based on conceptual plans

9/1/2016

ITEM	ESTIMATED BUDGET
CONSTRUCTION COST	\$ 4,697,400.00
ARCHITECT/ENGINEERING FEES	\$ 375,790.00
BUILDING INSPECTOR FEE	\$ 5,000.00
TRAFFIC STUDY	\$ 10,000.00
ASBESTOS ABATEMENT	\$ 75,000.00
ASBESTOS CONSULTANT	\$ 6,000.00
GEO TECHNICAL & TESTING	\$ 18,000.00
SPECIAL INSPECTIONS	\$ 15,000.00
REIMBURSABLE EXPENSES	\$ 18,000.00
LANDSCAPING	\$ 55,000.00
EMERGENCY GENERATOR RELOCATION	\$ 12,000.00
FURNITURE & EQUIPMENT	\$ 75,000.00
MOVING EXPENSES	\$ 20,000.00
CONSTRUCTION UTILITIES	\$ 20,000.00
SECURITY SYSTEM	\$ 15,000.00
PHONE SYSTEM	\$ 15,000.00
TECHNOLOGY	\$ 30,000.00
OWNERS INSURANCE	\$ 7,000.00
BONDING COST	\$ 25,000.00
OWNERS CONTINGENCY	\$ 300,000.00
INTERIM FINANCING	\$ 112,500.00
PROJECT COST	\$ 5,906,690.00

LITCHFIELD TOWN HALL

Estimated construction cost based on conceptual plans

9/1/2016

ITEM	ESTIMATED BUDGET
GENERAL CONDITIONS	\$ 360,000.00
CONCRETE	\$ 360,000.00
MASONRY	\$ 468,000.00
METALS	\$ 300,000.00
WOOD, PLASTICS & COMPOSITES	\$ 55,200.00
THERMAL & MOISTURE PROTECTION	\$ 150,000.00
OPENINGS	\$ 186,300.00
FINISHES	\$ 420,000.00
SPECIALTIES	\$ 102,000.00
EQUIPMENT	\$ 30,000.00
FURNISHING - BUILT-IN	\$ 30,000.00
SPECIAL CONSTRUCTION	\$ 60,000.00
CONVEYING SYSTEMS	\$ 96,000.00
FIRE SUPPRESSION	\$ 75,000.00
PLUMBING	\$ 86,400.00
HVAC	\$ 301,000.00
ELECTRICAL	\$ 279,500.00
BUILDING DEMOLITION	\$ 120,000.00
EARTHWORK	\$ 300,000.00
SITE IMPROVEMENTS	\$ 300,000.00
BLASTING	\$ 30,000.00
CONTRACTORS OVERHEAD	\$ 192,000.00
CONTRACTORS PROFIT	\$ 396,000.00
CONSTRUCTION COST	\$ 4,697,400.00

LITCHFIELD TOWN HALL

9/1/2016

EXISTING BUILDINGS

EXISTING TOWN HALL, 8083 SF ITEM	CODE	ACCESSIBILITY	ENERGY	MAINTENANCE	UPGRADES	TOTAL
TOTAL	\$ 130,000.00	\$ 345,000.00	\$ 130,000.00	\$ 585,000.00	\$ 225,000.00	\$ 1,415,000.00
EXISTING ANNEX (BANTAM), 4596 SF	\$ 210,000.00	\$ 15,000.00	\$ 275,000.00	\$ 495,000.00	\$ 70,000.00	\$ 1,065,000.00
TOTAL						

NOTE:
THESE NUMBERS DO NOT INCLUDE A CONTINGENCY OR ARCHITECTURAL/ENGINEERING FEES

LITCHFIELD TOWN HALL

9/1/2016

EXISTING TOWN HALL, 8083 SF

ITEM		CODE	ACCESSIBILITY	ENERGY	MAINTENANCE	UPGRADES	
ASBESTOS & LEAD ABATEMENT	1	\$ 50,000.00					
FRONT ENTRANCE	2		\$ 25,000.00		\$ 80,000.00		
REAR ENTRANCE	3		\$ 25,000.00		\$ 75,000.00		
ELEVATOR	4		\$ 250,000.00				
LOWER LEVEL ACCESSABILITY	5		\$ 30,000.00				
CLOSE IN STAIR	6	\$ 15,000.00 *					
ELECTRICAL	7			\$ 25,000.00	\$ 50,000.00		
HVAC	8			\$ 25,000.00	\$ 75,000.00		
TELEPHONE	9					\$ 50,000.00	
SECURITY	10					\$ 75,000.00	
ROOF	11				\$ 25,000.00		
FIRE SPRINKLER	12	\$ 50,000.00					
WINDOWS & DOORS	13			\$ 75,000.00			
CARPET	14				\$ 50,000.00		
PAINTING	15				\$ 30,000.00		
TECHNOLOGY	16					\$ 50,000.00	
BUILDING REPAIRS	17				\$ 50,000.00		
GRADING & DRAINAGE	18				\$ 50,000.00		
PAVING	19				\$ 100,000.00		
INSULATION	20			\$ 5,000.00			
GENERAL BUILDING	21	\$ 15,000.00	\$ 15,000.00			\$ 50,000.00	
EMERGENCY GENERATOR	22						
TOTAL		\$ 130,000.00	\$ 345,000.00	\$ 130,000.00	\$ 685,000.00	\$ 225,000.00	\$ 1,415,000.00

BANTAM ANNEX

EXISTING ANNEX (BANTAM), 4596 SF
 TOTAL BUILDING AREA IS: 28,132 SF

9/1/2016

ITEM	CODE	ACCESSIBILITY	ENERGY	MAINTENANCE	UPGRADES	TOTAL
ASBESTOS & LEAD ABATEMENT	23 \$ 50,000.00					
WINDOWS & DOORS	24					
ELECTRICAL	25		\$ 250,000.00			
HVAC	26		\$ 25,000.00			
TELEPHONE	27			\$ 100,000.00		
SECURITY	28				\$ 10,000.00	
ROOF	29			\$ 100,000.00	\$ 10,000.00	
CARPET	30			\$ 20,000.00		
PAINTING	31			\$ 75,000.00		
TECHNOLOGY	32				\$ 10,000.00	
BUILDING RENOVATION	33	\$ 5,000.00			\$ 40,000.00	
FIRE SPRINKLERS	34					
REDO REST ROOMS	35 \$ 10,000.00	\$ 10,000.00				
PAVING	36			\$ 200,000.00		
TOTAL	\$ 210,000.00	\$ 15,000.00	\$ 275,000.00	\$ 495,000.00	\$ 70,000.00	\$ 1,065,000.00

NOTE:
 THESE NUMBERS DO NOT INCLUDE A CONTINGENCY OR ARCHITECTURAL/ENGINEERING FEES

FOOTNOTES: Existing building cost

- 1 Perform hazardous material study and remove lead, asbestos and other hazardous materials
- 2 Repair floor and foundation to stop leaks into lower level, reconfigure access for accessibility
- 3 Repair exterior access, enlarge existing vestibule, bring up to code
- 4 Add elevator in new exterior enclosure with utilities as required
- 5 Redo existing vestibules to meet code
- 6 Code does not allow open stairs in non-sprinklered buildings
- 7 Upgrade electrical system to accommodate added electronic equipment, upgrade lighting to more energy efficient fixtures
- 8 Replace existing boiler, condensers and air handling equipment
- 9 Replace phone system with new state of art expandable system
- 10 Install security and fire monitoring system including exterior cameras
- 11 Remove and replace existing composition roof
- 12 Install fire sprinkler system
- 13 Replace existing windows and doors with energy efficient insulated units
- 14 Replace existing carpet throughout building
- 15 Repaint interior and exterior of the entire building
- 16 Upgrade existing computer and printing equipment and wiring
- 17 Re-point masonry, caulk, repair leaks, seal air infiltration
- 18 Correct existing grading and drainage to keep water away from building
- 19 Re-claim and pave existing drives and parking areas.
- 20 Insulate attic with R-38 insulation
- 21 Add handrails to stairs, add accessibility signage, replace some hardware
- 22 Install emergency generator to support computer system and basic electrical
- 23 Perform hazardous material study and remove lead, asbestos and other hazardous materials
- 24 Replace existing windows and doors with energy efficient insulated units
- 25 Upgrade electrical system to accommodate added electronic equipment, upgrade lighting to more energy efficient fixtures in Town offices only

- 26 Replace existing boiler for whole building, condensers and air handling equipment in Town office area only
- 27 Replace phone system with one that is compatible with new Town Hall system
- 28 Install security and fire monitoring system including exterior cameras
- 29 Install new rubber roof (existing is about 15 years old)
- 30 Replace existing carpet in Town offices
- 31 Repaint interior and exterior Town office area
- 32 Upgrade existing computer and printing equipment and wiring
- 33 Install new hardware and reconfigure customer service area with accessible counter
- 34 Install fire sprinkler throughout entire building
- 35 Replace fixtures, patch and repair walls & floor
- 36 Re-claim and pave existing drives and parking areas.

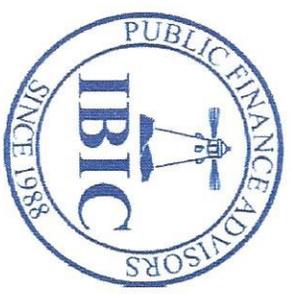
FOOTNOTES: Operating cost

- 1 Electric and internet is \$47,899.00 for 2012. 25% of that would be for the Post Office and Town Offices =
 $\$11,974.00 + 10\% = \underline{\$13,171.00}.$
- 2 Heating oil cost is \$65,486.00 for 2012. 25% of that would be for the Post Office and Town Office plus 50% of the
balance for reduced temp. in vacant portion of the building.
 $25\% \text{ of } \$65,486.00 = \$16,371.50$
 $50\% \text{ of } \$49,114.50 = \$24,557.25$
Total = \$ 40,928.75 + 10% = \$45,020.00
- 3 Custodial is 25% of 38,415 = \$9,603.00 + 10% = \$10,563.00
- 4 Water & Sewer = 25% of \$7,744.00 = \$ 1,936.00 + 10% = \$2,127.00
- 5 Lawn care & snow removal: Mowing and Fall clean up of \$ 5,834.00 does not change
Snow removal is reduced by 25% = 75% x \$ 8,830.00 = \$ 6,622.50
Total \$ 6,622.50 + \$ 5,834.00 = \$ 12,456.00 + 10% = \$13,701.00
- 6 Miscellaneous is 25% of \$ 16,351.00 = \$ 4,087.00 + 10% = \$4,495.00
- 7 This number does not include snow removal which is currently done by the Town
- 8 This does not include a potential savings from Geo Thermal system if installed
- 9 Assumes post Office will stay for 20 years with 3% increase each year

TOWN OF LITCHFIELD, CONNECTICUT

**\$5.9M TOWN HALL PROJECT
AND
\$3.0M ANNUAL CIP (2017-2037)**

COMPREHENSIVE PRO FORMA FINANCING PLANS



MADISON, CONNECTICUT

September 19, 2016

TOWN OF LITCHFIELD, CT
\$5.9M TOWN HALL PROJECT ESTIMATE
AND
\$3.0M ANNUAL CIP 2017-2037
ASSUMPTIONS

ASSUMPTIONS

- ❖ Amortization term for all projects is substantially level principal.
- ❖ Short-term interest is NOT capitalized into project.
- ❖ Issuance cost for all bonds & notes NOT capitalized into note/bond issues.
- ❖ All rates are based on market as of 8/24/2016 and adjusted as follows:

Tax-Exempt Rates

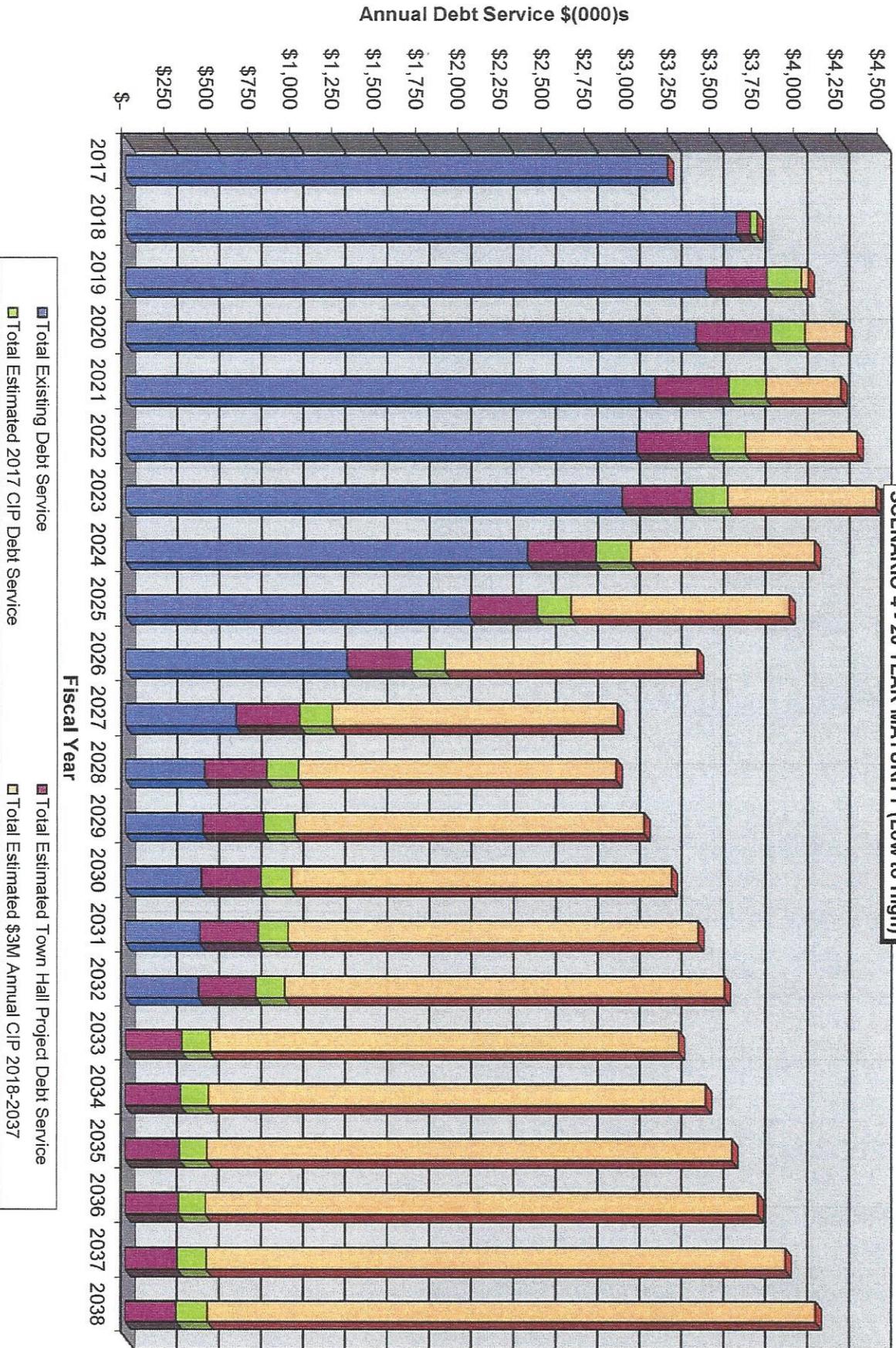
Issue Date	Notes	15 Yr Bonds	20 Yr Bonds
8/24/16	0.75%	1.60%	2.00%
Feb-2017	Mkt + 25 bps	Mkt + 25 bps	Mkt + 25 bps
Aug-2017 & thereafter	Mkt + 50 bps	Mkt + 50 bps	Mkt + 50 bps

TOWN OF LITCHFIELD, CONNECTICUT
 COMBINED PRO FORMA FINANCING PLAN
 \$5.9M TOWN HALL PROJECT & \$3.0M ANNUAL CIP (2017-2037)
 SCENARIO 4 - 20 YEAR MATURITY (LOW TO HIGH PRINCIPAL)

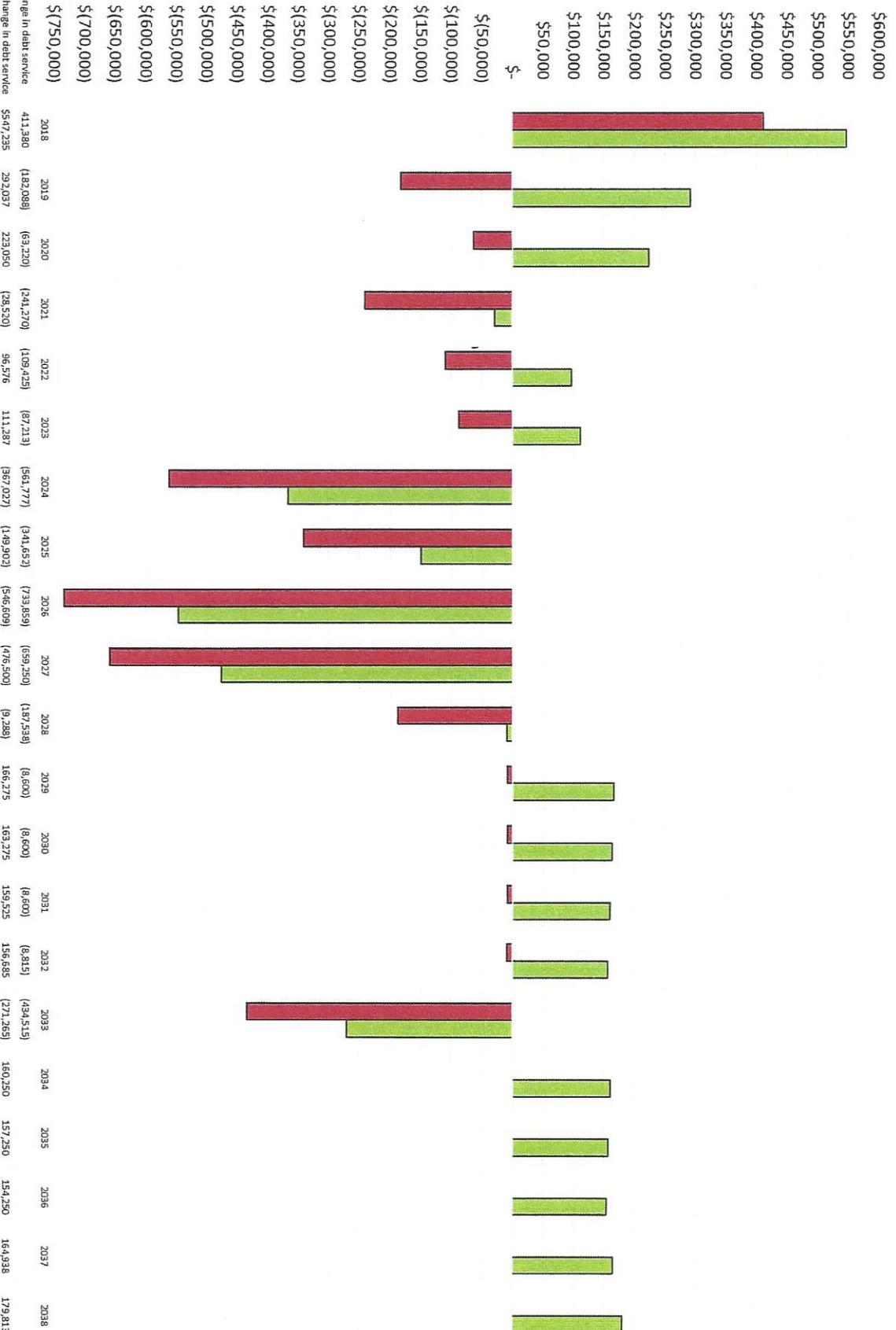
FISCAL YEAR	(A)		(B)		(C)		(D)		(E)		(F)		(G)		(H)		(I)		(K)	
	CURRENT EXISTING GENERAL FUND DEBT SERVICE (1)	GENERAL FUND ANNUAL DEBT SERVICE INCREASE (DECREASE)	Note Issue Dated: 2/1/17 Due: 8/1/17 Net Rate: 1.00% Interest	Town Hall Bond Issue Dated: 8/1/17 Due: 8/1/18-37 Rate: 2.50% Interest	Annual CIP Bond Issue Dated: 8/1/17 Due: 8/1/18-37 Rate: 2.50% Interest	Combined CIPs Issued Annually 8/1/17 - 8/1/37 Debt Service	TOTAL ESTIMATED DEBT SERVICE	ESTIMATED DEBT SERVICE AS A % OF CURRENT EXISTING DEBT SERVICE	TOTAL EXISTING GENERAL FUND DEBT SERVICE	TOTAL ESTIMATED DEBT SERVICE INCREASE (DECREASE)										
2017	\$ 3,225,041	\$ -	\$ 14,750	\$ -	\$ -	\$ -	\$ 136,855	3.74%	\$ 3,225,041	\$ 547,235										
2018	3,656,421	411,380	14,750	80,385	40,750	40,750	608,950	17.66%	3,772,276	292,037										
2019	3,454,334	(182,089)	-	157,605	79,625	79,625	898,250	26.43%	4,064,314	223,050										
2020	3,391,114	(63,220)	-	150,000	75,875	448,250	1,109,000	35.21%	4,258,844	(28,520)										
2021	3,149,844	(241,270)	-	141,000	71,750	668,000	1,315,000	43.25%	4,355,419	96,576										
2022	3,040,419	(109,425)	-	130,500	66,500	668,000	1,513,500	51.25%	4,466,708	111,287										
2023	2,953,206	(87,213)	-	118,500	60,500	894,500	1,708,250	71.43%	4,099,679	(367,027)										
2024	2,391,429	(561,777)	-	108,000	55,250	1,095,000	1,900,000	92.69%	3,949,777	(149,902)										
2025	2,049,777	(341,652)	-	99,000	50,750	1,300,250	2,087,250	158.62%	3,403,168	(546,609)										
2026	1,315,918	(733,859)	-	81,000	46,250	1,697,250	2,270,000	345.68%	2,926,688	(476,500)										
2027	656,668	(659,250)	-	90,000	41,750	1,897,250	2,448,250	521.87%	2,917,380	(9,288)										
2028	469,130	(187,538)	-	72,000	37,250	1,889,000	2,623,125	669.59%	3,083,655	166,275										
2029	460,530	(8,600)	-	63,750	33,125	2,076,250	2,795,000	618.46%	3,246,930	163,275										
2030	451,930	(8,600)	-	56,250	29,375	2,438,750	2,969,125	668.38%	3,406,455	159,525										
2031	443,330	(8,600)	-	48,750	25,625	2,614,375	3,128,625	720.03%	3,563,140	156,685										
2032	434,515	(8,615)	-	36,000	19,250	2,786,625	3,291,875		3,291,875	(271,265)										
2033	-	(434,515)	-	30,000	16,250	2,858,875	3,452,125		3,452,125	160,250										
2034	-	-	-	300,000	30,000	3,122,125	3,608,375		3,608,375	157,250										
2035	-	-	-	300,000	24,000	3,285,375	3,763,625		3,763,625	154,250										
2036	-	-	-	300,000	18,000	3,445,625	3,928,563		3,928,563	164,938										
2037	-	-	-	300,000	11,250	3,617,313	4,108,375		4,108,375	179,813										
2038	-	-	-	300,000	3,750	3,763,875	3,559,250		3,763,875	(344,500)										
2039	-	-	-	-	-	3,559,250	3,358,375		3,559,250	(204,625)										
2040	-	-	-	-	-	3,358,375	3,136,625		3,358,375	(200,875)										
2041	-	-	-	-	-	2,920,125	2,920,125		2,920,125	(216,500)										
2042	-	-	-	-	-	2,709,625	2,709,625		2,709,625	(210,500)										
2043	-	-	-	-	-	2,504,375	2,504,375		2,504,375	(205,250)										
2044	-	-	-	-	-	2,303,625	2,303,625		2,303,625	(200,750)										
2045	-	-	-	-	-	2,107,375	2,107,375		2,107,375	(196,250)										
2046	-	-	-	-	-	1,915,625	1,915,625		1,915,625	(191,750)										
2047	-	-	-	-	-	1,728,375	1,728,375		1,728,375	(183,125)										
2048	-	-	-	-	-	1,545,250	1,545,250		1,545,250	(183,125)										
2049	-	-	-	-	-	1,365,875	1,365,875		1,365,875	(179,375)										
2050	-	-	-	-	-	1,190,250	1,190,250		1,190,250	(175,625)										
2051	-	-	-	-	-	1,018,000	1,018,000		1,018,000	(172,250)										
2052	-	-	-	-	-	848,750	848,750		848,750	(169,250)										
2053	-	-	-	-	-	682,500	682,500		682,500	(166,250)										
2054	-	-	-	-	-	519,250	519,250		519,250	(163,250)										
2055	-	-	-	-	-	359,000	359,000		359,000	(160,250)										
2056	-	-	-	-	-	187,313	187,313		187,313	(171,688)										
2057	-	-	-	-	-	-	-		-	-										
2058	-	-	-	-	-	-	-		-	-										
	\$ 31,523,604	\$ -	\$ 14,750	\$ 5,907,000	\$ 1,561,710	\$ 3,000,000	\$ 804,625	\$ 76,092,500	\$ 87,380,585	\$ 118,904,189										

(1) Includes General Fund 20% share of Water Treatment Plant Improvements

TOWN OF LITCHFIELD, CONNECTICUT
ESTIMATED COMBINED NET DEBT SERVICE
SCENARIO 4 - 20 YEAR MATURITY (Low to High)



Current and Estimated Year to Year Change in Debt Service



HISTORY

1958

With the Town offices needing more space than its West Street Courthouse location could offer, a Town Meeting accepted land from the Litchfield Community House, Inc., aka The Playhouse for less than \$100 for the Town's public and quasi-public purposes only, and to raze The Playhouse. This is the parcel on which the current building stands today.

1961

Town Meeting granted right-of-way to Jane Vanderpoel (Tallmadge House) in exchange for land behind Town Hall (where the current parking lot is). The current Town Office Building, 8,083 square feet, built in 1961 by John DaRoss, housed all Town offices for over 20 years but was becoming too small to adequately manage all its offices under one roof. Expanding government regulations caused municipal departments to grow larger than the building could accommodate.

1986

The abutting northerly lot (behind the parking lot) plus right-of-way to Spencer Street was sold to the Town by Joan Vanderpoel for \$100,000 for use as public or quasi-public purposes. As a result of the need for more space, a Town Hall Building Committee was appointed to study a solution.

1988 - Town Hall Building Committee

The Building Committee issued a preliminary report in 1988 with several options including a design for a new Town Hall in the lot behind the current building, but in the end, the plan the Committee recommended was for the use of the current Town Office Building with relocation of some of the departments to the Bantam School. The Bantam School became vacant, a lease was being secured for the Courthouse to rent space and the rear wing was renovated for additional use for Town offices. It gave the Town an additional 4,596 square feet and became the "Town Hall Annex."

2006 – 2008 Town Hall Building Committee

With office and meeting space again lacking and offices still separated by three miles, the Board of Selectmen appointed a Town Hall Building Committee in 2006 to determine the Town's present and future needs for municipal office space. The Committee met extensively between late 2006 and May, 2008.

The Committee developed a charge approved by the Board of Selectmen and interviewed architects, selecting the firm John Martin Associates. Interviews were held with department heads and staff to evaluate space requirements. There were lengthy discussions on whether to expand, renovate or build a new Town Hall. Eleven alternate site possibilities were considered, including the old Bantam School site that now houses the G. A. 18 Courthouse, Post Office and Town Hall

Annex. The Committee reached a recommendation to consolidate the Annex offices with the Town Hall offices at the West Street location.

Plans were developed by the Building Committee and Mr. Martin to expand and renovate the exiting Town Hall. The conceptual plan increased the then-existing total town office space from 12,679 square feet to 20,954 square feet, an increase of 8,275 square feet, or about 40 percent. Two cost estimates for the project were obtained. The Committee concluded that the building project could be completed at cost not to exceed \$5,975,853.00.

Public hearings were held in May, 2008 in Litchfield, Bantam and Northfield to review the conceptual plans and to receive comments and questions from residents. More than 95 residents attended the hearings and the Committee received extensive comments and concerns. Many residents felt the project was too large and that the economy in 2008 would not support going forward with the renovation project at that time.

The Committee issued a Report of Findings dated July 24, 2008 that was presented to the Board of Selectmen for its action. The Report concluded that the Town Hall be renovated and expanded at its current location. The Board of Selectmen temporarily shelved the plan due to public feedback and the downturn in the economy.

2012 Town Hall Building Committee

In March, 2012 the Board of Selectmen established a new Town Hall Building Committee with a budget of \$19,000, the unspent portion of the 2008 and prior authorizations. The stated mission of the new Committee was to continue where the work of the previous Committee had ended with the Report of Findings of July 24, 2008. The Committee was tasked with revising the plan at the same site with a smaller and more efficient design, including preliminary construction cost estimates to provide an overall reduced cost.

The new Committee began meeting in April, 2012 and met twice a month through October 2012. The Architect began his work by meeting with all department heads to determine space requirements and other needs for the project.

In addition to obtaining extensive input from Town departments regarding space requirements, the Committee considered other factors. There was recognition of the need to digitize records of all departments, which the First Selectman has indicated will be a town priority with or without renovations to the Town Hall. Secondly, the Park and Recreation Commission completed a ten-year plan that includes office space at the Community Field. Further, the Committee evaluated the expanded space requirements of the regional Litchfield Hills Probate Court and considered the effect of rental income to the Town from the Probate Court. The Committee considered the energy needs of the building and discussed a possible green design. With the help of the Litchfield Energy Task Force, Mr. Martin was able to offer both geothermal and solar pricing options that would greatly reduce the Town's energy costs over time.

The initial 2012 conceptual design by Mr. Martin for a renovated Town Hall was further revised on two occasions by the Committee in an effort to make the building more efficient and to reduce

costs. The Public Works Director made a detailed analysis of the costs and impacts of temporary relocation of offices during construction. The most significant costs would be constructing a vault for the temporary Town Clerk's office, leasing costs for housing all offices, and moving costs. The total estimate for relocation expenses during construction was \$400,000.00 - \$500,000.00.

The Committee decided that it should study the alternative of constructing a new Town Hall on the lot behind the current parking lot. The Architect designed a site plan with a two-story building on the rear lot, with parking in the rear of the new building and with a large green space between the building and West Street.

With extensive input from the Committee, the Architect developed a floor plan and renderings for the new building with a focus on efficiency. The total square footage of the proposal plan is 15,525 square feet, or 26 percent less than the size of the 2008 proposed Town Hall and 23 percent less than the first proposed 2012 plan for a three-story new buildings at the site of the present Town Hall.

Mr. Martin prepared a cost estimate for construction of \$3,902,150 and an estimated total project cost of \$4,999,622. A second estimate for the project was prepared by William Deacon, a local contractor and a member of the Building Committee. The estimated total comparative project cost by William Deacon was \$5,171,630, very close to Mr. Martin's estimate. A debt service analysis showing various financial options and interim financing was also presented.

The Board of Selectmen revised the Committee's mission statement on August 21, 2012 to eliminate the securing of necessary permits and extend the Committee's available work time to complete its mission. A public meeting was to be scheduled before a final report was submitted to the Board of Selectmen. However, word was received that Region 6 regionalization discussions may open the way for a possible merger with Litchfield Public Schools, and the Committee's work was put on hold until the Board of Selectmen could see if this outcome would yield any additional space for Town offices.

2015 - Town Facilities Committee

After the regionalization talks with Region 6 failed to produce a merger, the Board of Selectmen decided to retask the Town Building Committee with a broader scope to evaluate all town-owned buildings to determine their best usage in serving the community. In doing so they adopted a resolution changing the name to Town Facilities Committee and establishing a mission to study all Town buildings including the Town Hall, the three school buildings and the former Bantam School, considering municipal needs, current and projected student population and program needs for the next 20 years.

With John Martin continuing as its architect, the Committee began in September, working with the Board of Education to secure two enrollment projection reports. The Committee then hired a consultant, Drummey Rosane Anderson, Inc. (DRA) to conduct a space utilization and educational needs study. DRA worked closely with the schools' principals to gather accurate information for its report.

In July, 2016 DRA presented its draft report to a joint meeting of the Town Facilities Committee and the Board of Education. Resulting questions regarding use of the enrollment projections reports and projecting out 10 years prompted further adjustments from DRA and were presented at the next Town Facilities Committee meeting. The result of the study showed the only school building under capacity was the High School, yet the extra space was often in separate common areas and was not enough to support municipal offices. Increases in specialized spaces counteracts the decrease in enrollment. The Committee asked DRA to revise their summary and draft a final report. The final report draft showed that the schools are adequate and efficient; however, the Committee, at its 9/27/16 meeting, asked for final clarification from DRA on discrepancies between their report and information provided by the Board of Education. Upon receipt of this information, the Committee will forward its report to the Board of Selectmen.

History Summary

- Existing Town Hall built in 1961
- 1986-88 Additional Space Needed - Committee recommends relocation of some town offices to Bantam School
- 2006 - 2008 Committee Examines Space Needs
 - o Eleven other sites considered
 - o Recommendation to expand existing Town Hall from 12,679 square feet to 20,954
 - o Total project cost - \$5,975,000
 - o Three town hearings
 - o Selectmen decide to postpone project
- 2012 Committee Charged with Coming up with a Smaller and More Efficient Design at the Current Location
 - o Analysis of department needs
 - o Consideration of digitization, Probate Court, green design
 - o New building on rear lot - 15,525 square feet
 - o Cost estimate: \$4,999,622 and \$5,171,630
 - o Work put on hold to see if regionalization talks could yield empty school space

2015 Scope Changed to Space Study for Schools and Former Bantam School to Determine Best Usage – Name Changed to Town Facilities Committee

- o Hired consultant to do a space utilization and educational needs study, considering enrollment projections for 20 years
- o Worked with Board of Education, architect and consultant
- o Report showed only the high school building under capacity, but not enough room for municipal offices

Space & Cost Summary						
	1961	1986	1988	2006 to	2012	
				2008		
Square Feet	8,083		4,596	8,275		2,846
Space increase %			36%	39%		18%
Total Space			12,679	20,954		15,525
				<i>shelved</i>		<i>chose to review</i>
						<i>Reg. 6 option</i>
Cost		\$100,000		\$5,975,853		\$4,975,853
		land		J. Martin est.		J. Martin est.
						<i>2nd est \$5.17 m</i>
						<i>W. Deacon</i>