

LITCHFIELD TOWN FACILITIES COMMITTEE
BANTAM ANNEX
80 DOYLE ROAD, BANTAM
REGULAR MEETING
JULY 27, 2016

The regular meeting of the Litchfield Town Facilities Committee was held at the Bantam Annex, 80 Doyle Road, Bantam, on Wednesday, July 27, 2016 at 7:00 pm.

PRESENT: William J. Buckley, Chairman, John Langer, Vice Chairman, Ann Combs, Lynne Brickley, Robert Petricone, Alternate Lisa Losee, Alternate Lynn Stone and Edgar Auchincloss.

ABSENT: David Wilson, Gary Waugh, Jeffrey Zullo, Mitchell Fishman, Peter Ebersol.

Also present were Frank Simone, Angela Cahill, Ken Best, Lisa Bauer, John McKenna and Diane Wilson.

CALL TO ORDER: Chairman William J. Buckley called the meeting to order at 7:02 pm. The minutes of this meeting will be recorded.

Lisa Losee and Lynn Stone will be regular voting members at this meeting.

PUBLIC COMMENT: Lisa Bauer asked if there was a plan for the Bantam Annex to be used for the Town Hall. Bill said that he received an email from Lisa on this. Bill said that an evaluation was done and Bill emailed John Martin. Bill said that if there was a plan, it would be a part of a report from John Martin and we will get a copy of it.

APPROVAL OF MINUTES: There were two sets of minutes to be accepted. Lynne Brickley made a motion to accept the minutes of the June 22, 2016 regular meeting and Lisa Losee seconded the motion. All were in favor and no one opposed. The motion was passed. Lynne Brickley made a motion to accept the minutes of the July 13, 2016 Special Meeting and Lisa Losee seconded the motion. All were in favor and no one opposed. The motion was passed.

GREEN TEAM UPDATE: Nothing to report.

SCHOOLS UPDATE/STUDY OF SPACE AVAILABLE: Bill asked Angela Cahill and Ken Best to revise their report based on information that was provided to them. They did not rewrite the narrative, just the power point was rewritten. Angela went through the program description: enrollment comparison, classroom space best practice and next steps. There were the following updates in the presentation: educational needs growth over time, enrollment comparison in the Proda report, classroom sizes, classroom size summary, facility size comparison and declining enrollment. Questions and Comments: The size of the classrooms at the Center School, clarification on the amount of space that is required regardless of the number of students and clarification on the square footage at the High School. Bill then said that Angela and Ken were to do an evaluation to determine if we could get rid of one of the school buildings and of the children could stay in the other 2 schools and it looks like the answer is no. Bill said that even if you went down to maximum number and lost 200 students, you are losing 2 classrooms, and that doesn't make up a school/classroom building.

Lisa Losee said she appreciates the report but we were looking to see if there was adequate space in the schools or if space could have been given up for administrative offices. It looks like the schools are adequate and efficient, but there is no room for the Town Facilities to go into the schools. Angela then asked if the Committee would agree that recommendations of options should not be shown on the report in detail and maybe raise questions. Bill told Angela to draft a conclusion and finalize a report so we can have it for our next meeting.

STUDY OF NEEDS OF TOWN BUILDINGS: Bill said that Leo Paul has asked the Committee to make a presentation to the town on what the Committee has found. There was a discussion between Committee members regarding the Town Hall. Things that were brought up during the discussion: The Town Hall staff has grown over the years, the efficiency of the building, trying to bring the Town Businesses together and the cost of the existing Town Hall and projections.

DIALOGUE ABOUT PROCURING SERVICES: Nothing to report.

OTHER BUSINESS: Barbara handed in her invoice for clerking. Ann handed in 2 invoices, one from DRA and one from John Martin for \$2,275.00. Bill wanted to wish Mitchell Fishman a Happy Birthday. Bill asked for a motion to pay the invoice from DRA for \$12,500. Lisa Losee made a motion to pay the invoice and Lynne Brickley seconded the motion. Edgar opposed. Everyone else was in favor. The motion was passed. John Langer made a motion to pay the invoice from John Martin and Lynne Brickley seconded the motion. All were in favor and no one opposed. The motion was passed. A Special Meeting was set for Wednesday, August 31, 2016 at 7:00 pm at the Bantam Annex. Ann will check to make sure no other meetings are scheduled for that date.

ADJOURNMENT: John Langer made a motion to adjourn and Edgar Auchincloss seconded the motion. All were in favor and no one opposed. The motion was passed at 8:42 pm.

Respectfully submitted,



Barbara L. Balsamo
Recording Secretary