

Town Center Meeting
August 24, 2015
6:00 PM

Present: Julie Glover, Town Administrator; Cary Brown; Tom Dronsfield, Chief of Police; Ron Pitkin; Chuck Cox; David Meeker; Janet Allen; Deb Schanda; Lori Wright; Ruth Eifert, Library Director; Robin Estee.

Absent: Larry Kindberg, Paul Gasowski, Caren Rossi, Planning and Zoning Administrator; Scott Nemet, Fire Chief.

Julie Glover confirmed everyone received the emails that were sent by Larry Kindberg and Paul Gasowski as well as the backup documentation that had been requested at the last meeting. For those who hadn't received them, a brief synopsis was offered.

The focus of this meeting is the three options that had previously been mentioned. Not all of the committee is in agreement with the three options, but there is a majority. In no particular order, the options are:

1. "Renovate and add (in phases) to the municipal complex on Mast Road".
 - a. Add onto the Town Hall and possibly connect with the Library.
 - b. Possibly add on to the Library. Remove/move the Hobo Shed and the Annex.
 - c. Install a new septic system under the parking lot.
2. "Create an addition at the Public Safety Complex"
 - a. The advantage to a 2-story addition is the elevator is already in place.
3. "Build a New Municipal Complex at Stevens Field"

Ms. Allen would like to see the hobo shed and the annex given to the Historical Museum, when they need to be removed/moved. This was a topic that was discussed at length throughout the meeting. Ms. Allen suggested that the Historical Society could get whatever money was needed to fix and move the hobo shed and the annex. The discussion also included incorporating the expansion of the Historical Museum with the Library. This might add to extended hours for the Museum and possibly could add space at the Library for "gallery space" and exhibits. The discussion was moved back to the primary task at hand since none of the topics discussed here can go any further until one of the three options is chosen.

Mr. Pitkin expressed his concern about the employees working at the Town Hall. Mr. Pitkin suggested having a "fallback plan" in case the voters don't approve any of the options. The safety of the employees at Town Hall is paramount. The focus needs to be on future growth and space. If the measures failed with the voters, the Town Hall employees could move into the existing space at the Public Safety Complex, but it is not ideal as it doesn't address the lack of space concerns. It was discussed that some of the security issues can be addressed now, even before any renovations are started.

Mr. Pitkin explained that he has spoken with Schofield Builders. For an addition to the existing Town Hall of 32' x 50', the approximate cost could be approximately \$125.00 per square foot. This number may include the basement, boiler system and leach field. For a separate building the cost could be \$150.00 per square foot.

There was discussion about performing this work in a "piece meal" fashion. If the voters approved a smaller addition at the location of the hobo shed, then the offices could be put in the new addition and the existing space could be renovated and made into meeting space. Mr. Brown suggested that the files could be moved to the Annex and the personnel moved into the addition.

Mr. Pitkin advised that Schofield Builders appears less expensive because the addition could be more like a house rather than a commercial building. The cost could be between \$250,000 and \$300,000. The discussion focused on the moving/renovating of Town Hall is a need, not just a want. All the buildings at the Municipal Complex could be done in phases.

There was discussion about two of the Capital Reserve Funds accounts. There is approximately \$80,000 in the Library maintenance fund, \$300,000 in the Town Building Maintenance Fund but this is also used for maintenance of all the Town buildings. There is approximately \$300,000 in the Community Center Fund. Part of these funds could be re-purposed, but all the funds in those accounts should not be used. Ms. Eifert was asked to speak to the Library Trustees to get their opinions about the options listed above. Ms. Eifert stated that that isn't particularly necessary, but if buildings were attached to the Library, maybe the Trustees would provide some money toward the project so that space would be added to the Library. Mr. Meeker wanted to make sure that adding supports to the Library structure is included in the plans for renovations.

The discussion turned to the creation of renderings of each of the plans. Mr. Pitkin will contact Schofield Builders and have them take a look at each of the buildings and each of the options listed above. This would provide rough numbers for the cost. The new complex at Stevens Field would have to include a well and septic system, as would renovations/additions at the existing complex. The plans would include real walls being made, Ms. Schanda and Mr. Pitkin will compare the costs of real walls versus cubicles. However there are some offices that need to have real walls, such as the Town Administrator's office and the Finance Director's office due to confidentiality issues.

The action items that were tasked are:

1. Mr. Pitkin to have Schofield Builders come in to do renderings and offer estimates in price.
2. Ms. Glover to speak with the Board of Selectmen about this committee getting money to create these renderings and estimates.
3. Mr. Pitkin will make copies of the site plans and leave them at the Library on Wednesday.
4. Ms. Glover will send the information about what is in each of the Capital Reserve Funds.

Due to the Labor Day Holiday, the next meeting will be held on September 9th, 2015 at 6:00 pm. The meeting was adjourned at 7:26 pm.