

LITCHFIELD TOWN FACILITIES COMMITTEE  
BANTAM ANNEX  
80 DOYLE ROAD, BANTAM  
SPECIAL MEETING  
SEPTEMBER 27, 2016

A Special Meeting of the Litchfield Town Facilities Committee was held at the Bantam Annex, 80 Doyle Road, Bantam, on Tuesday, September 27, 2016 at 7:00 pm.

PRESENT: William J. Buckley, Chairman, John Langer, Vice Chairman, Ann Combs, David Wilson, Edgar Auchincloss, Gary Waugh, Jeffrey Zullo, Mitchell Fishman and Robert Petricone.

ABSENT: Lisa Losee, Lynn Stone, Lynne Brickley and Peter Ebersol.

Also present were: John Martin and John McKenna.

CALL TO ORDER: Chairman William J. Buckley called the meeting to order at 7:03 pm. The minutes of this meeting will be recorded.

PREVIOUS MINUTES: There were several corrections in the minutes of the August 31, 2016 special meeting. On Page 1, in the last paragraph, the second and third sentences should read: Bill asked Peter and Ann if they would do it. Peter said that since he missed several meetings, he did not have all the information but Ann said she had copies of the meetings. On Page 2, in the third paragraph, the following sentence should read: Peter and Ann will work on the narrative and email it to Barbara and she will forward it to committee members for review. With no other corrections, Robert made a motion to accept the minutes with the corrections as noted and David seconded the motion. All were in favor and no one opposed. The motion was passed.

DISCUSSION OF FINAL REPORT FROM CONSULTANTS: Jeffrey made a motion to reject the final report from the consultants without prejudice and Mitchell seconded the motion. There was a lengthy discussion regarding the following: the size and capacities of the classrooms from the consultant's reports differs from the Board of Education report, the question as to which report is correct, reconciliation of the current Board of Education data enrollment, better analysis of the Proda report. Jeffrey then withdrew his motion to reject the final report from the consultants without prejudice and Mitchell seconded the motion. Edgar then made a motion to hold payment of the invoice due to dysfunctional space as outlined by the Board of Education and as published in the official statement dated July 28, 2016 and addresses that reconciliation against the forecasted decline in enrollment. Jeffrey seconded the motion. The next discussion included: the population dropping in the schools, why is there a discrepancy in the 2 reports, the capacity in the classrooms is not consistent. Gary made a motion to move the question. Jeffrey seconded the motion. All were in favor and no one opposed. The motion was passed. There was a vote on Edgar's motion. All were in favor. The motion was carried. Jeffrey then asked if the consultants will return with their data. Bill said that the consultants can respond to their report in letter form with reasons for their report, unless they found a mistake.

REVIEW AND DISCUSSION OF COMMITTEE REPORT: John Martin said that he included David Wilson's Financial Analysis in his report. Edgar said that we need more information from DRA, David do not agree with this. Gary agrees with David. John Martin said that 13 sites were looked into for the Town Hall.

John Martin said that adding on would be too expensive because you would have to bring it up to code and you would have to relocate all the people and the vault. A new building would be more efficient. John Langer asked if there was a time line on the property for the existing Town Hall property. It was answered that there is no time line. Bill concluded that the new Town Hall would be built behind the existing Town Hall. Jeffrey then made a motion to accept John Martin's report and Gary seconded the motion. Jeffrey said that we should wait for the information from DRA to make a conclusion. Mitchell asked about the increases in the proposed office spaces. John Martin said that an analysis was done to determine what would work best for the employees. Jeffrey said that he cannot make a decision and what would be the next step for the committee. Bill said that he would make a presentation to the Board of Selectmen. Edgar made a motion to call the question and Jeffrey seconded the motion. All were in favor. The motion was passed. The following members voted to accept John Martin's report as presented.: David Wilson, John Langer, Gary Waugh, Ann Combs and Bill Buckley. The following members were opposed to accept John Martin's report as presented: Mitchell Fishman, Robert Petricone, Jeffrey Zullo and Edgar Auchincloss. The motion was carried.

**REVIEW AND DISCUSSION OF NARRATIVE REPORT:** Ann said that she added Space and Cost Summary to the Narrative Report and handed out copies to committee members. Edgar made a motion to approve the Narrative Report by Ann and Jeffrey seconded the motion.

Discussion – Incorporate the Narrative Report into John Martin's and David Wilson's report to be submitted to Leo Paul and the Board of Selectmen. The following will be added at the end of the Narrative Report after the Space and Cost Summary: However, the committee at this September 27, 2016 meeting, has requested that DRA provide additional clarification on their report and previously published information provided by the Board of Education. Upon receipt of that additional information from DRA, we will forward it to the Board of Selectmen. Edgar made a motion to call the question and John Langer seconded the motion. All in favor, Mitchell opposed. Voting on the motion to accept the Narrative report as written without the amendment. Accept – David Wilson and Jeffrey Zullo. Opposed – Robert Petricone, Gary Waugh, John Langer, Edgar Auchincloss, Mitchell Fishman and Ann Combs. Edgar made a motion to accept the modified Narrative report adding the following statement: However, the committee at this September 27, 2016 meeting, has requested that DRA provide additional clarification on their report and previously published information provided by the Board of Education. Upon receipt of that additional information from DRA, we will forward it to the Board of Selectmen. Gary seconded the motion.

Discussion – Eliminate the following statement from the last page of the Narrative Report after Space and Cost Summary: In 2015-16 another Building Committee reviewed town space utilization and determined schools do not have enough space available to solve administration needs. Gary made a motion to call the question and David seconded the motion. All were in favor. Bill asked to accept the reports with the 2 modifications that were made to the Narrative Report. All were in favor and no one opposed. The motion was passed.

**CORRESPONDENCE:** Bill received an email from Lynne Brickley and Lisa Losee that they would not be able to attend tonight's meeting.

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Ann read correspondence from Katherine Golembeski dated July 26, 2016 regarding the Town Hall and also correspondence from Doyle Finan dated August 31, 2016 regarding the Town Hall. John Langer read a letter from David Dean dated April 15, 2010 to Leo Paul regarding the Bantam School Disposition.

ADJOURNMENT: Edgar made a motion to adjourn and Ann seconded the motion. All were in favor and no one opposed. The motion was passed at 9:28 pm.

Respectfully submitted,

A handwritten signature in black ink, reading "Barbara L. Balsamo". The signature is written in a cursive, flowing style.

Barbara L. Balsamo  
Recording Secretary