

THESE MINUTES ARE SUBJECT TO APPROVAL BY BOARD OF SELECTMEN

The Board of Selectmen held a regular meeting Monday, June 2, 2014 in the Council Chamber of the Municipal Center, Newtown. First Selectman Llodra called the meeting to order at 7:33 pm.

PRESENT: First Selectman Llodra, Selectman William F.L. Rodgers and Selectman James O. Gaston

ALSO PRESENT: Finance Director Robert Tait, GERALYN HOERAUF, Senior Project Manager, Diversified Project Management, Chairman of the Fairfield Hills Authority Tom Connors, six members of the public and three members of the press.

VOTER PARTICIPATION: none.

ACCEPTANCE OF THE MINUTES: Selectman Rodgers moved to accept the minutes of 5/19/14. Selectman Gaston seconded. All in favor.

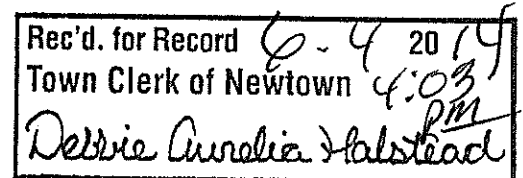
COMMUNICATIONS: First Selectman Llodra expressed appreciation to the board for helping to have a Selectman presence at all the many events over the weekend.

FINANCE DIRECTOR REPORT: none.

UNFINISHED BUSINESS:

Discussion and possible action:

- 1. Strategic Planning for Municipal Facilities:** Ms. Hoerauf presented a power point on the Municipal Buildings Strategic Plan (Att. A). The CIP will inform the process and look farther forward than the five years of the CIP. Research will be done on both previous planning and current planning of buildings. The Community Center project is in the very early stages. The program is to incorporate senior center functions, an aquatic center and potentially administrative offices for Parks and Recreation. Newtown Hook & Ladder will be moving out of their building; there will be opportunities for space in municipal buildings. Ms. Hoerauf hopes to start the conversation by looking at the three properties as an aggregate with all municipal buildings. Diversified Project Management would have a role in the oversight of the project; their role is to staff the committee and help them structure how the strategic plan process might be formatted and monitor consultants that are hired. There will be levels of cost and a timeframe depending on the number of building assessed. Selectman Rodgers stated the Board of Selectman will have an integral role. There has to be a public role as well but he warned Ms. Hoerauf about having a group of volunteers that are not adequately plugged into town history and logistics. Fairfield Hills has to also be considered. This will be a tough project; it is a very important project. He suggested bringing in people from past studies. First Selectman Llodra said that the committee should be made up of persons from the community who have an openness to explore the possibilities, the alternatives and potentials; not ones with predetermined ideas. The next step is to determine the makeup of the oversight committee and task them to develop the guidelines. Ms. Hoerauf said there will be research and compiling of already known data. First Selectman Llodra asked that the strategies and personnel involved in the maintenance and care of the facilities be included in the tabulation. She asked Ms. Hoerauf to come back to the board to describe the work involved in creating the committee and the work toward designing the vision, what that might entail and what resources will be needed. Ms. Hoerauf will also work on a timeline. First Selectman Llodra spoke of ideas relative to Town Hall South and Social Services. Selectman Rodgers asked Ms. Hoerauf to run the standard building review questions and characteristics by the Selectmen saying he is fully convinced things will be discovered along the way and it will be a refinement process.



Karen Pierce, 10 Chestnut Hill Road, SH spoke as a member of the Edmond Town Hall Board of Managers but not for the board. The Edmond Town Hall and the Hook & Ladder buildings are in the historic districts. She suggested one of the consultants have background working on national registered historic buildings and districts; there may be a way to marry and merge monies. Selectman Gaston also pointed out that Town Hall South is within the historic district.

Laura Lerman, 55 Main Street is the chairman of the Cultural Arts Commission and said that nothing about the Commission is mentioned when talking about the new Community Center. First Selectman Llodra stated the Community Center is likely a three phase project. The original concept is for a senior center and an aquatic center. The third phase, which is several years out, may include space for Cultural Arts. There have been discussions with the Cultural Arts Commission, as well as the Fairfield Hills Authority, about the need for a standalone facility for Cultural Arts.

Ms. Hoerauf concluded by saying she will return with a timeline, the initial inventory of town assets and cost information in terms of how the project may be phased and what the work will cost over that length of time.

NEW BUSINESS:

Discussion and possible action:

- 1. Update, status & future planning: Fairfield Hills** – Mr. Connors was present to discuss Fairfield Hills saying that tenants are moving in and although the original idea for the campus was a revenue stream it is more now a campus that is used for passive and active recreation. The Authority will consider conversation if someone is interested in mixed use. Plymouth Hall has become an attractive possibility. Mr. Connors would like to see a collaborative effort between Everwonder and Cultural Arts. If done correctly, a hub would be created with all the things Newtown would benefit from. Selectman Gaston said the declining economy did not help development. There were higher priority items in the CIP but he believes the patience has paid off. Fairfield Hills has the Victory Garden, the Ambulance, NYA, the Municipal Center, Parent Connection, the Farmers Market, Open Space, athletic fields, the Dog Park and now talk about an arts center. First Selectman Llodra noted that in the past five years since the Municipal Center opened the use of the campus has grown exponentially. There are still challenges in developing Newtown, Woodbury and Stratford. Mr. Connors said that the new master plan allows the authority to talk about housing. First Selectman Llodra noted that those interested in projects at Fairfield Hills have said retail or commercial enterprise cannot survive without a residential component. Mr. Connors would like to see Fairfield Hills be self sustaining. First Selectman Llodra said that the care of the campus falls onto the Police Department, Public Works, Parks & Recreation and she doesn't know if the total cost of care for the campus can be covered by CAM charges. Mr. Connors said their special revenue fund will be utilized to make Fairfield Hills as attractive as possible. Selectman Gaston asked if there was more focus on pools, community center, hockey rinks, sporting or more focused on commercial and offices. Has there been consideration to an economic study to see how much money can be brought into the town as a whole. Mr. Connors said the Authority is not more focused on one over the other. Selectman Rodgers said there was hope, not an expectation, that the campus would be a revenue stream. There are commercial uses and housing uses that are consistent with Fairfield Hills being predominately a community center. He warned that people move to the nuisance; a significant residential core will make management of the campus difficult.
- 2. Pension Plan for Employees of the Town of Newtown (as amended and restated as of Jan. 1, 2014 -** Mr. Tait said the last amendment to the pension plan was in 2002. The non-union pension plan adds a sentence that states the employee is in the defined contribution plan. No action taken.
- 3. Appointments/Reappointments:** Selectman Gaston moved the re-appointment of Renate Adler to the Fairfield Hills Authority for a term to expire July 31, 2017. First Selectman Llodra seconded. All in favor. Selectmen Rodgers made a motion to move Roger Letso from an alternate member of the Public Building Site Commission to a full board member for a term to expire January 6, 2015 and to appoint Thomas Hanlon to fill the alternate position on the Public Building & Site Commission for a term to

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June 2, 2014

expire January 6, 2017. Selectman Gaston seconded. All in favor. Selectman Gaston moved to appoint Michael Boyle to the Economic Development Commission for a term to expire January 6, 2015. Selectman Rodgers seconded. All in favor.

4. **Driveway Bond Releases/Extensions:** none.
5. **Tax Refunds:** Selectman Gaston moved to the June 2014 Refunds No. 20, 2013-2014 in the amount of \$2,420.27. Selectman Rodgers seconded. All in favor.
6. **Tax Abatements:** Selectman Gaston moved the Tax Abatements for June 2014 in the amount of \$18,110.96. Selectman Rodgers seconded for discussion asking if the amount was the tax figure and not an assessment. Mr. Tait confirmed it was a tax figure. Selectman Rodgers abstained. Motion passed, Gaston, Llodra.

VOTER COMMENTS: none.

ANNOUNCEMENTS: none.

ADD TO AGENDA: Selectman Rodgers moved to add an Executive Session to the agenda for Legal Matters, Assessment Appeal. Selectman Gaston seconded. All in favor.

EXECUTIVE SESSION: Selectman Gaston moved to enter executive session to discuss an Assessment Appeal. Selectman Rodgers seconded. All in favor. Nobody was invited to attend. Executive session was entered into at 9:12pm and returned to regular session at 9:16pm with the following motions:

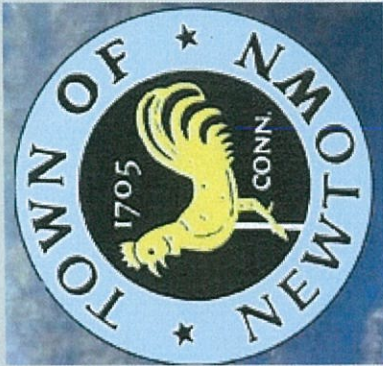
Selectman Rodgers moved to engage counsel to defend the tax appeal regarding 59 Mohawk Trail. Selectman Gaston seconded. All in favor.

ADJOURNMENT: Having no further business the Board of Selectmen adjourned their regular meeting at 9:17pm.

Respectfully submitted,


Susan Marcinek, Clerk

Att. A: Municipal Buildings Strategic Plan



Municipal Buildings Strategic Plan

~Exploring the Process~



Past & Current Facilities Evaluations

TOWN FACILITIES STUDY
FOR THE
TOWN OF NEWTOWN



NEWTON, CONNECTICUT
APR 1, 1999

Scaled by



KESTITE BOSS ASSOCIATES, INC.
ARCHITECTS • ENGINEERS • PLANNERS • INTERIORS • HISTORIC PRESERVATION

Municipal Center Program
2007
Community Center Program
2009

Space Needs Assessment
for the
Newtown Police Department
Newtown, CT



August 2008

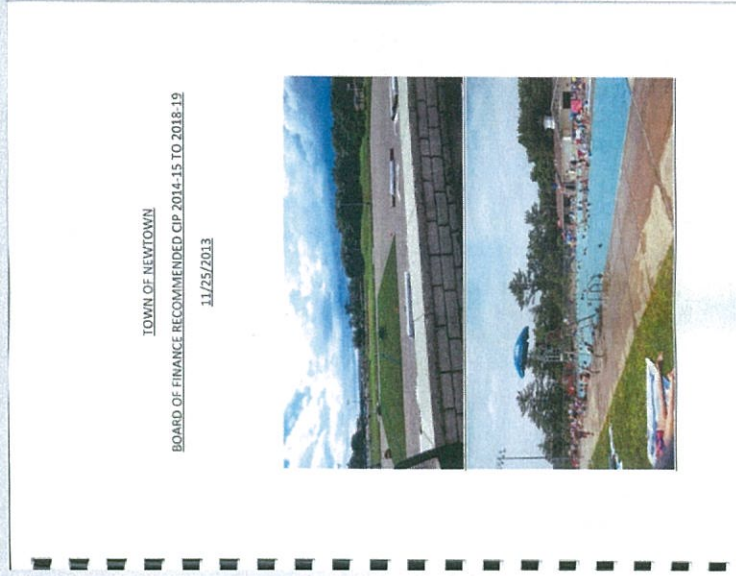
JACUNSKI HUNES
ARCHITECTS, LLC
14 MASSACHUSETTS DRIVE SUITE 300
BERLIN, CONNECTICUT
(860) 263-9231 FAX (860) 454-9231



DIVERSIFIED
PROJECT MANAGEMENT



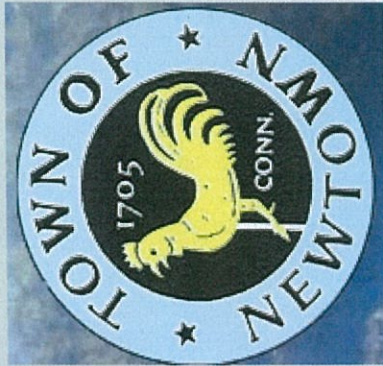
Past & Current Facilities Evaluations



Plan of Conservation and
Development 2014

Energy Savings Performance
Contract 2014





Current Facilities Projects Community Center

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General Electric's \$15m Donation Will Build, Staff A New Community Center

By John Vokiet

Monday, November 18, 2013

Monday evening, Newtown gave General Electric a standing ovation.

It came as several dozen residents attending a series of municipal meetings heard the announcement that the community will receive a \$15 million multi-year grant from GE for the development, construction and operation of a community center.

A release provided at the November 18 Board of Selectmen's meeting from first Selectman Pat Llodra stated that "It became increasingly clear during the recovery from last year's tragedy that [Newtown] lacks a central meeting space for the whole community."

According to the release, the community center will be funded by GE, which has more than 150 employees living in Newtown.

Of the \$15 million, \$10 million will be committed to the development and construction of a center that will have programming that is designed to meet community needs.

The remaining \$5 million will be dedicated to operating costs for the center over five years, including the hiring of experienced professional staff. The center will be owned and operated by the town of Newtown.

"On behalf of Newtown, I am honored to accept GE's very generous donation that will help us develop a community center, connecting people

More in News

Police Continue Probe Into Ongoing Copper Thefts

June Is Dog License Month, And Time For Annual Rabies Clinic

Virginia Man Arrested For Theft Of Sandy Hook Memorial Signs

Governor Orders State Flags Lowered For State Rep Miller

Former Eyesore Razed; Church Hill Road Site Awaits Redevelopment

Community Invited To Learn Signs Of Suicide, Prevention Tactics

BOS Launching Town Wide Facilities Analysis Monday; Public Input Requested

Prevention Council Reviews A Season Of Accomplishment

Joining A National Discussion: 'Not One More' Milestone Tenth Relay For Life Is This



Photo: John Vokiet

About a dozen Newtown residents who work for General Electric joined colleagues who are current or former loaned executives to the town, Martha Poulter, vice president and Chief Information Officer for GE Capital, and the Newtown Board of Selectmen to celebrate a \$15 million gift to the community to build, staff and program a community center Monday evening at Newtown Municipal Center.

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Senior Center
Aquatic Center
Admin Offices
Parks & Rec

Opening 2016

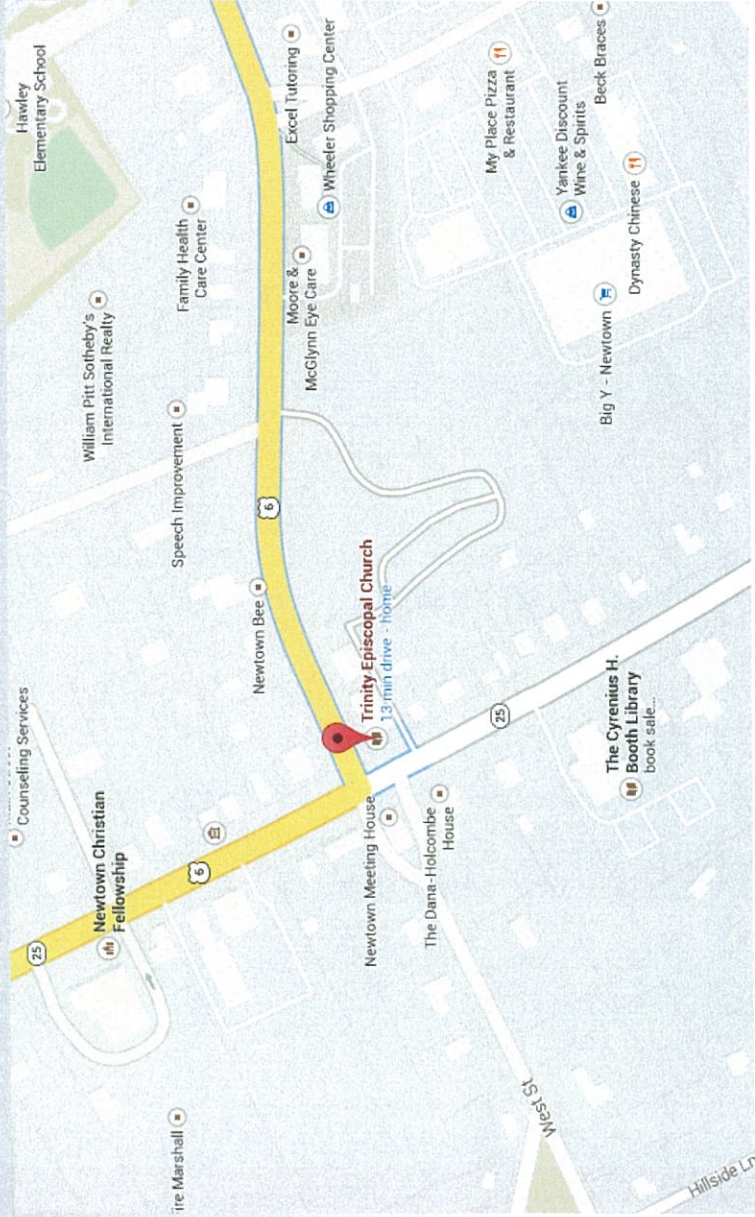


DIVERSIFIED
PROJECT MANAGEMENT



Current Facilities Projects

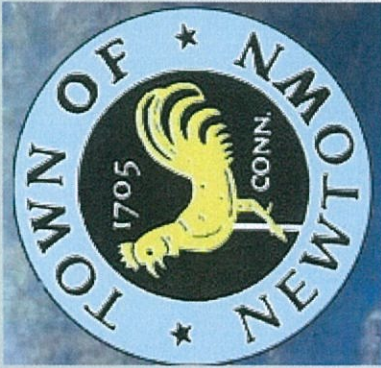
Newtown Hook & Ladder HQ



Church Hill Rd
btwn Main St.
And Queen St.

Opening 2015





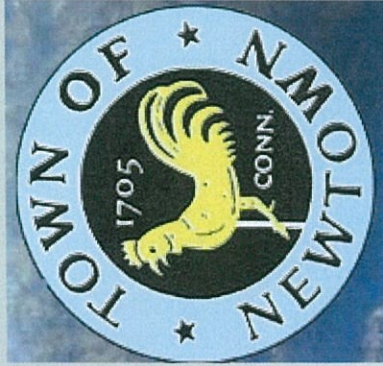
Opportunities



Senior Center
14 Riverside Rd

Total Bldg = 10,200sf





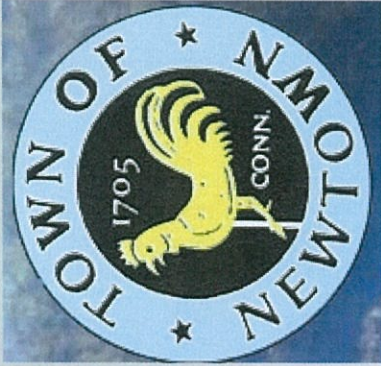
Opportunities



Town Hall South
3 Main Street

Total Bldg = 20,000sf
on 2 floors





Opportunities



Hook & Ladder
45 Main Street

Total Bldg = 29,000sf
on 3 floors

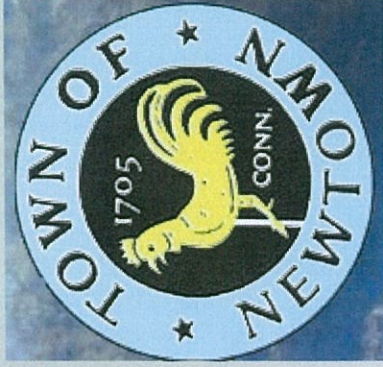
Useful Life??



Assessments

Building Condition Assessment

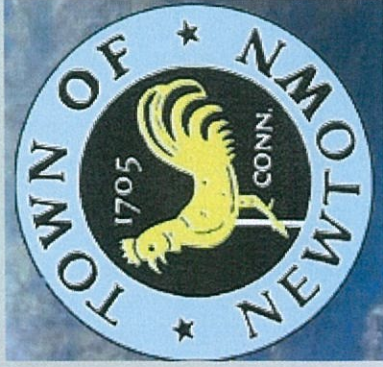
- Visual inspection of properties
- Determine level of repair needed
- Determine useful life of major building components
- Identify code deficiencies
- Propose possible changes in use



Assessments

Space Needs Studies

- Programmatic tabulation of functional spaces
- Determine optimal adjacencies
- Evaluation of available space(s)
- Identify future growth/consolidation trends
- Evaluate appropriateness of location, public access



Project Oversight

Advisory Committee

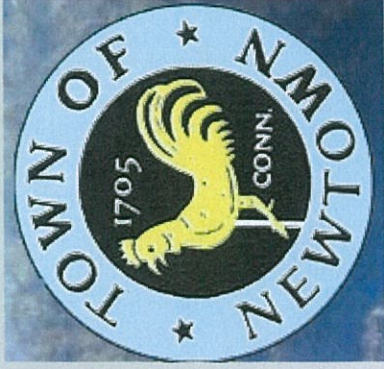
- New committee or existing Board / Commission
- Provide vision and guidance in developing the plan
- Determine initial scope of study
- Continual review and revision of scope, based on consultant input
- Review and validate consultant findings and recommendations
- Support and present the final strategic plan



Project Oversight

Role of Diversified Project Management

- Program management – Plan of Action
- Provide structure to discussions of Strategic Plan format
- Function as staff to Advisory Committee
- Coordinate work of all consultants
- Manage schedule and deliverables
- Primary communications and reporting to Town



Strategic planning Process

- Retain professional services: architects, engineers, contractors
- Gather relevant data
- Integrate information from other municipal facilities plans
- Develop alternatives and present to Committee
- Work with the Committee to evaluate alternatives
- Solicit public comment
- Create recommendations
- **Repeat all** above steps as necessary
- Publish final Strategic Plan