

**Special Joint Meeting of the Permanent Committee to Study the Needs and Use of  
Town Public Buildings Including Town Hall Facilities and Board of Selectmen  
July 14, 2010**

A special joint meeting of the Permanent Committee to Study the Needs and Use of Town Public Buildings Including Town Hall Facilities and the Board of Selectmen was held on July 14, 2010, at the Stonington Police Station.

**Present:** Charles Ballato, George Brennan, David Christina, Stephen Singer and invited guests William R. Silver and Christopher T. Nardi with Silver Petrucelli & Associates Inc.

**Absent:** Tony Cassata.

**(1) Call to Order**

The meeting was called to order at 6:05 p.m. First Selectman Edward Haberek thanked the members of the Committee for their efforts and recognized the architectural firm of Silver Petrucelli & Associates Inc.

**(2) Stonington Town Hall Space Needs Assessment and Feasibility Study**

George Brennan, Chairman, provided a background stating that the Committee was formed to review the needs of the Town Hall and has been working on this project for several years. Six companies were interviewed to conduct a Space Needs Assessment and Feasibility Study. Silver Petrucelli was retained to perform the study. This presentation will reveal the findings to the Board of Selectman and the public on how to best meet the needs for the Stonington Town Hall.

William Silver stated the firm is a 36 person architecture and design company. The company has completed numerous municipal projects with a focus on town halls. A design was drafted for the Stonington Town Hall that incorporates state mandates, considers what other towns are doing, as well as an impartial appraisal of what would be most appropriate for the Town of Stonington.

Christopher Nardi, architect, provided the history and overview. The Town Hall was constructed in 1926. Some interior renovations have been done, however, the building footprint is relatively unchanged. Exterior maintenance includes window replacement along with re-pointing and resealing the brick.

The Town Hall lacks conference and meeting space, storage space, work space, and currently has building violations. The goal of Silver Petrucelli was to assess the current condition of the building, make a recommendation through 2031, and prepare an independent and transparent report. The report incorporates economics and population growth, as well as the impact of the Virtual Town Hall and how technology will influence current and future space needs.

Christopher Nardi walked through the footprint of the existing Town Hall. All departments were interviewed and the public meeting calendar was reviewed to determine the need for a large meeting hall. As of January 2011, the Probate Court will be located in Groton, CT to become the Southeast Regional Probate Court. A Regional Health District

will be formed in 2011 which will likely be off-site. The Town Sanitarian's office will not be needed.

As a result of the interviews with each department, a matrix was developed. Across-the-board staff was conservative with projections. Common space was also evaluated, e.g. mail room, toiler facilities, lounge area.

Christopher Nardi presented the schemes reviewed by the Committee. The Committee was in agreement that the rear addition scheme was most appropriate (Scheme 3, Revision B). The addition is a two-story 4,778 square foot addition scheme for a total estimated cost of \$2.8M.

The Town Hall contains 50 parking spaces currently. The parking capacity will need to increase at a minimum to 61 spaces. The north and south lawns can accommodate up to 103 parking when fully developed.

Edward Haberek applauded the Committee for its efforts working with Silver Petrucelli and developing a plan for the Town Hall 20 years out. He stated that Silver Petrucelli did a thorough and quantitative analysis of each department. It was critical to see how staff interact within the building.

George Brennan stated the Committee will need direction from the Board of Selectman. The Committee recommended the most economical and best floor plan for the Town Hall. He stated the study will be put on the Town's website. The Committee will be looking into available funding, grant opportunities, or stimulus monies.

### **(3) Public Comment**

Carlene Donnarummo questioned if there were funds set aside for the project. First Selectman Ed Haberek responded that there are some funds set aside. He recommended the Board of Selectmen review the document and discuss further at a future Board of Selectmen meeting.

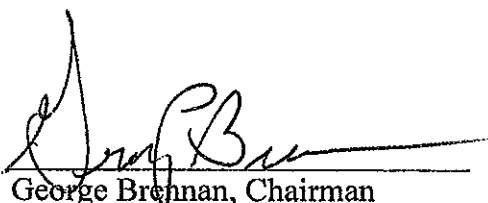
Ed Hart questioned the number of parking spaces. Christopher Nardi responded there are 109 available with a minimum of 61 required for a building of this size. Generous buffers are proposed on the north and south side of the building.

### **(4) Adjournment**

There being no further business, Charles Ballato made a motion to adjourn at 7 p.m., seconded by Stephen Singer, and the motion carried unanimously.

Submitted by,

  
Maureen L. Carboni, Recorder

  
George Brennan, Chairman