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GLOBAL FACILITIES COMMITTEE  
MEETING MINUTES  
October 25, 2013

ATTENDANCE: The meeting was convened by First Selectman Gayle Weinstein at 7:48am in the Town Hall Meeting Room with the following people in attendance: Beth Gralnick, Brian Humes, John Troxell, Colleen Palmer, Ellen Uzenoff Sonja Stack, Dan Clarke, Joanne Keating, Allen Swerdlowe, Margaret Wirtenberg, Juanita Forsythe, and Tom Landry. Jerry Sargent joined the meeting at 7:53, Sarah Spaulding at 7:54. Sgt. Pat Daubert joined at 7:59.

POLICE SPACE STUDY: The meeting began with a presentation by Brian Humes of some basic conclusions regarding Police Department space needs and options. This was followed by many questions and related discussion. He said the review looked at only the present Town Hall location for alternative Police space. He said that current building square footage totals about 30,000 sq. ft. Of this, Police comprise about 7,000 s.f., and the department's space needs are about double that amount.

He shared two basic space concepts with the group. One would renovate existing space, absorb 635 feet of currently space Town Hall space for the department, and build 6,060 s.f. of additional space. The second would build 14,000 s.f. of space at the far side of the Fire Station, and turn back all existing Police Department space to the Town for renovation and re-use. He said that because of the additional costs involved in retrofitting occupied space, a planning number of \$400 per s.f. to construct or renovate, and another \$100 s.f. to fit and equip the space was a reasonable cost for planning purposes. His point was that whether the Town built 14,000 s.f., or built 7,000 and renovated the other 7,000, the project cost would be about the same.

Much discussion was focused upon the expected safety improvements from changing the existing traffic pattern for Police vehicles away from the Library side of the building, to the Fire side of the building, coupled with new direct access to Weston Road. The additional space would be primarily comprised of larger training and dispatch areas, prisoner processing and holding areas, and interrogation rooms. The larger training space component also carries with it the need to provide a few more parking spaces.

After discussion and questions, Mr. Humes said that he cannot go forward with schematic drawings until the group decides which option it wishes to pursue. It was noted that the School space needs study would not be available until January, and that the Town cannot determine whether it needs the currently occupied Police space for other uses until that process is completed. At this point, the discussion turned to the School space study, and the Police representatives and Mr. Humes left the meeting. The time was 8:58am.

Superintendent Palmer said that the School space study, being compiled by John Ireland at Silver and Petrucelli, is progressing and is expected to be provided as expected in January. She said that "everything is on the table" but that the Central Office, North House, and the Middle School were currently receiving the most study. However, given some early indications on programming, the Middle School appears a bit less likely than it did at the outset to accommodate space reconfigurations, but it is still under consideration.

Parking concerns coincident with space relocation are expected to be an issue. They already have been a source of increased frustrations as access to school s are limited to the main entrance due to safety considerations. These are apparent from attendees at PTO meetings and in community use of the Middle School pool, but are displayed at other times as well.

Concerns of Hurlbutt parents about locating certain Town departments in close proximity to the school are deeply felt, and will need to be overcome. Putting those departments in the Central Office, and moving school personnel from that building into North House appears to present fewer obstacles. There was brief mention of placing EMS in the Jarvis House, with some reservations expressed, but the matter was not fully addressed.

MINUTES: The group unanimously approved the minutes of the June 10 and June 21 meetings.

ADJOURN: The meeting adjourned at 9:xx am.