

DRAFT

GLOBAL FACILITIES COMMITTEE
MEETING MINUTES
June 10, 2013

The meeting was convened at 7:50am in the Town Hall Meeting Room by First Selectman Gayle Weinstein with the following officials in attendance including: Superintendent Palmer, BOE member Sonja Stack, Business Manager Joanne Keating, Facilities Manager Dan Clarke, Finance Chairman Jerry Sargent, Building Committee Chairman Allen Swerdlowe, and Town Administrator Tom Landry.

The meeting began with Ms. Weinstein reviewing the purpose of the Committee, and its voting structure. She said that there are several circumstances right now that necessitate a comprehensive look at the use of Town buildings and facilities. These include: whether the Town should purchase the town hall adjacent property at the corner of Norfield Road and Rte. 57, whether Jarvis House might be sold or dedicated to the purpose of housing EMS, the need to find new space for the offices in the annex building in the coming years, the declining school enrollment and the potential that might provide to incorporate office space at North House, and the expected increase in space needs for the Police Department and the impact that might have on other offices located in town hall.

Dr. Keating noted that the school department has hired the firm of Silver and Petrucelli to look at its enrollment projections, educational programming, and current configurations to de recommend how it might reconfigure its space with the potential of freeing up some areas for re-use. She did not expect the study to be completed until fall. Ms. Weinstein asked that the study include cost estimates for revamping the East House bathrooms if that space moves from classroom to office use, as well as the same information for North House.

Ms. Stack said that the BOE might also explore revenue generating options for vacated school space, such as establishing pre-school programs. So even if the space is not needed for current purposes, it may still be useful. Mr. Sargent noted that using space in the most efficient way so that it can be recaptured and repurposed should be the focus of the study. The point is not to determine what we might do with space if we had it. He said it did not sound to him as if that direction was given for the Police space study. He asked if looking at broader use of the community space in the Library was to be studied as part of the options.

Mr. Swerdlowe disagreed, stating that as an exercise, identifying potential space uses and options is very helpful, even if they do not come to fruition. He felt that the Town needed to distinguish itself somehow in a competitive housing market, and looking at relocating the bus garage and improving the architectural appeal of such a visible property was a useful effort.

Ms. Weinstein gave everyone a folder with some basic facility information, and said we would add to it along the way. She said the School has advanced further along in making the identified repairs contained in the Kaestle Boos facility report, but that we should update those lists. Others suggested that we might color code a map of Town owned properties, identify existing deed use restrictions on some key properties such as the Moore estate purchase (Davis Hill) or the Fromson-Strassler property (Upper Parish Drive).

Updates on the High School doors and windows project will be provided as that study moves forward. Also, whatever campus safety improvements might be made (budget request will be heard tonight) will also figure into the overall facility needs assessment.

The Committee will try to meet again in late June.

ADJOURN: The meeting concluded at 8:53 am.

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