

Town of Seymour

Building Review Committee

Minutes

COPY RECEIVED
DATE: 11/7/12
TIME: 8:45 AM
TOWN CLERK'S OFFICE

Place: Community Center Meeting Room

Date: 10-18-12

Time: 6:30 p.m.

1. Meeting called to order by: Chairman Paul Wetowitz at 6:34 p.m.
2. Pledge of Allegiance
3. Roll Call:

Members of the Committee	Present	Absent	Late (time)
Scott Andrews	X		
Bruce Baker	X		
Tim Connors	X		
Nicole Klarides-Ditria		X	
Jennifer Magri	X		
Fred Messore		X	
Wayne Natzel		X	
Dennis Rozum		X	
Paul Sponheimer	X		
John Stelma	X		6:46 pm
John Uhelsky	X		
Paul Wetowitz	X		
Missy Orosz		X	
Total	8	5	

Others Present: Bill Silver and Amanda Cleveland from Silver Petrucelli, Don Smith and Jean Sosnovich

4. **MOTION:** to approve the prior Meeting Minutes of 8/2/12

Members of the Committee	Motion	Yes	No	Abstain
Scott Andrews	2	X		
Bruce Baker	1	X		
Tim Connors		X		
Nicole Klarides-Ditria				
Jennifer Magri		X		
Fred Messore				
Wayne Natzel				
Dennis Rozum				
Paul Sponheimer				X
John Stelma				
John Uhelsky		X		
Paul Wetowitz		X		
Missy Orosz				
Total		6	0	1

5. Public Comment – None

6. Chairman's Report

- a. **Discussion** – Chairman Wetowitz explained the process of what had taken place since we last met. Tonight is for information gathering as we are nowhere near ready to make a

recommendation. He asked the committee to offer opinions in order to build consensus as well as begin to discuss these options externally to gain community feedback and consensus.

7. Silver/Petrucelli's presentation on their initial proposed recommendations from their Space Needs and Feasibility Study
 - a. **Discussion** – Amanda Cleveland presented her findings regarding the 4 town buildings under consideration. She explained that a broad spectrum survey was conducted in order to determine departmental needs with respect to hours, space, what currently functions well and what does not, etc. That survey was then followed up with a direct face-to-face interview with each designated department head in order to gain further clarity. Ms. Cleveland then proceeded to explain that the goal was to keep core services together and she looked for opportunities for adjacency. Each committee member was presented with a packet containing her presentation materials for review.
 - b. **Discussion** – The initial proposal presented a Bldg. A with Core Services and a Bldg. B that kept Building and Zoning services together. Bldg. A's location is 29 Maple Street. The Emergency Management requirements drove the selection of 29 Maple as Bldg. A. The EMD and Recreation Departments would be located on the basement ground floor level of 29 Maple. On the main level the gymnasium would be preserved for use by the Recreation Department. The 3rd floor of the building would house the Board of Education. The majority of the town hall functions would be moved to the main 1st floor of that building. In Bldg. B (20 Pine Street) there are 2 different schemes. Scheme 1 eliminates the need for 98 Bank Street only. Scheme 2 eliminates the need for 98 Bank Street and the current Town Hall on First Street. Ms. Cleveland continued through her presentation describing what department would fit where and the rationale she used when developing the plan. She stressed that she continually heard a need for record storage that she attempted to solve with these proposals. She further offered that she tried to keep in mind the desires of the First Selectman who hoped that certain core services could remain in close proximity.
8. Committee's discussion on Silver/Petrucelli's recommendations and take any action as necessary.
 - a. **Discussion** – A great deal of back and forth discussion was had concerning the proposal and drawings as the committee began to digest what had been presented. Amanda reiterated that these plans were fluid in nature at this time and represented suggested solutions based upon the needs that were described to her. Mr. Uhelsky expressed concern over use of 20 Pine Street for archive storage, as he understood it to be in the flood plain. Mr. Sponheimer questioned the number of designated parking spaces required by the BOE. Mr. Baker reminded the committee that the church parking lot on Pearl Street had been made available to staff for parking while 29 Maple was a school via an annual donation to the church. Mr. Sponheimer mentioned that if the upper lot at Maple were used for parking for night functions there would need to be lighting. Ms. Cleveland mentioned that the upper field area is quite overgrown and would need further evaluation. Mr. Baker expressed concern that the other firm doing planning work for the town had mentioned that there should be a town hall presence in the downtown area. Ms. Cleveland shared that you are stuck with no capacity for additional growth currently at First Street location. Many department heads could not project growth since it is a function of the budgets that have not allowed for it in recent years.

- b. **Discussion** – Mr. Stelma asked if Pine Street was considered to be outside of the downtown area. Ms. Cleveland shared that the Senior Center requested that they not be placed at Maple Street as they would not be able to park on the hill. Mr. Stelma offered that Pine Street is used for voting – with potentially other departments in the building would there be an issue. Per Ms. Cleveland the Registrar of Voters did not believe it to be an issue. Mr. Baker shared that the Congregational Church next to the Community Center bought adjacent homes when they became available in anticipation that parking could become an issue in the future. Mr. Silver shared that they did not hear a preference from the Senior Center as to Pine vs. First Street location. Mr. Baker contemplated whether it would make more sense to just tear down Town Hall and start over. No per Ms. Cleveland the main complaints were filing storage and safety. It is a challenge currently to locate files. Mr. Sponheimer asked how many seniors were involved in answering the survey. The Assistant Director responded to the survey and expressed that Casino and Bingo events were the most popular. Events are a much larger draw than daily usage.
- c. **Discussion** – Mr. Silver stated that there are no cost estimates yet. He would like us to contemplate the schemes. Their goal was economical layouts where walls would be the biggest additions. There would be reusing the existing systems and structures as much as possible. Site expenses would likely be larger. They would need to employ the services of a civil engineer to determine the specifics of the lot in the upper field if we go that route. Mr. Sponheimer asked what are the archive contents? BOE student records must be kept for 7 years. Planning and Zoning records, etc. There is daily access to the archives in many cases so they need to be accessible. Further where are things like office paper stored? Within the confines of the current office spaces. Mr. Connors questioned the omission of 98 Bank. The charge to S/P was not to figure out what to do with that building as given it's current lease agreement we will likely be sitting on that property for years. Mr. Wetowitz reminded the committee that the BOE office would need to be removed from that space before any action can be taken anyway.
- d. **Discussion** – Mr. Wetowitz asked if any committee members had an opinion on the option that they felt works best at this point. Mr. Baker shared that he likes the idea of the elimination of Town Hall. He feels that the Community Center is a better location. Mr. Silver shared that there is room for growth in all of these scenarios. There have been no reductions in space for any departments. Mr. Smith was allowed to ask where would the Fire Chief be housed in Scheme 1. He would remain at the firehouse. Mr. Sponheimer asked if when we committed to the skate park did we commit to also maintaining the property. Mr. Baker asked those from S/P about their feeling on the buildings. There are the same issues in all buildings. Abatement and ADA issues that will need to be addressed. There would be some gutting and rebuilding of the interior spaces. Mr. Uhelsky asked whether there were grants available for this type of work. Per Mr. Silver none come to mind other than perhaps LOCIP funds might be able to be used for some items.
- e. **Discussion** – Mr. Baker suggested that a discussion take place with First Selectman Miller and EDC head Mr. Messor regarding the study that was conducted concerning the downtown area and any impact it might have on these suggestions. There is a belief that the town may be torn over ties to the First Street building as Town Hall. Mr. Smith asked what space was needed for BOE and Senior Center together in First Street space. 8,000 sq. feet needed. It would be a big challenge to fit them both in the building and there is a challenge with busses at that location which would be required for Senior Center trips. Mr. Baker asked what building would be most saleable. Ms. Cleveland shared that the EMD needs dictated the need to retain 29 Maple Street. Mr. Sponheimer asked if we could just add on to Great Hill House at a lower cost. Mr. Andrews wondered if Town Hall was in the flood plain. Not sure, could that be an option for EMS on First

Street. Mr. Silver asked when the committee would like to hold a public session. Mr. Baker felt that the committee needs to understand this entire scenario first and that we should not present too many schemes for consideration. Ms. Cleveland offered that the public would also want figures to be available. Mr. Sponheimer asked if it were possible to abandon 29 Maple and just use Pine and First Street buildings. Mr. Connors offered that the Recreation Department would really like to retain that gym space since they don't believe Chatfield gym to be a viable option due to limited seating. Mr. Uhelsky requested that Mr. Miller be invited to the next meeting in order to provide his perspective on these proposals.

- f. **Discussion** – As a matter of housekeeping Ms. Magri offered that she would not be available for the next scheduled meeting on November 1st. Other committee members also stated that they would not be present. The November 1st meeting will be cancelled and a special meeting will be scheduled for November 8th provided that a meeting space can be obtained.

9. Public Comment - None

MOTION: To adjourn the meeting at 7:51 p.m.

Members of the Committee	Motion	Yes	No	Abstain
Scott Andrews		X		
Bruce Baker	1	X		
Tim Connors		X		
Nicole Klarides-Ditria				
Jennifer Magri		X		
Fred Messore				
Wayne Natzel				
Dennis Rozum				
Paul Sponheimer		X		
John Stelma		X		
John Uhelsky	2	X		
Paul Wetowitz		X		
Missy Orosz				
Total		8	0	0