

**MARLBOROUGH PUBLIC BUILDING COMMISSION
SPECIAL MEETING
WEDNESDAY, DECEMBER 1, 2004
7:00 P.M.
MARLBOROUGH TOWN HALL**

1. CALL TO ORDER AND SEATING OF MEMBERS

The meeting was called to order at 7:08 p.m. in the meeting room of Marlborough Town Hall by Chairman Vince Mondo.

Commission members present:

Vince Mondo
Dave Wagner
Jim Angelo
Bill Lardi
Darren Cooke
Bill LaPointe (alternate)

Others Present

Tom Giola, Director of Physical Services
Peter Hughes, Director of Planning & Development

2. PUBLIC COMMENTS

There were no public comments.

3. TOWN STAFF REPORT

Tom Giola reviewed the town's capital improvement items for the Physical Services Department and Park and Recreation. These are existing projects that were proposed last fiscal year and were either approved or not approved. First Selectman Nancy Bader has asked each department for a status report/validation for each project to determine whether the project should be funded or not.

Tom Giola went through each item with the commission because the PBC will be overseeing these projects along with Mr. Giola. Items included improvements to playing fields, improvements at Blish Park, new trucks and mowers for the Physical Services Department, road repairs, storm water improvements and the town hall/library renovation study. Mr. Giola updated the commission members on the status of each item.

4. REVIEW SCHEMATIC DESIGN FOR LIBRARY EXPANSION AND TOWN HALL EXPANSION

Vinny Mondo stated that the purpose of the special meeting was to review the initial schematic designs for the Town Hall and the library renovations. The goal is to finalize the initial designs so they can be presented to the public. The designers, Best Joslin, have prepared schematic designs that show maximum expansion of both the library and Town Hall buildings, effectively a 20-year build-out scenario.

There was a lengthy discussion about the various options available to the town, including the expansion of each building individually and the construction of a new combined town hall/library building at a different site. Best Joslin will likely prepare more schematic designs – one for a combined facility at a new site and another to show improvements to both the library and the town hall with interim improvements (five year build-out). Tom Giola stated that the best scenario would likely be a combined Town Hall/library facility. Given the town's budget constraints, this will likely be a future item. Interim improvements were discussed. Tom Giola noted that the Town Hall building needs a lot of work and it would be difficult to determine where to stop with the interim improvements to the building, but not impossible. He noted that the only real asset of any value in the building is the vault. Best Joslin's maximum renovation schematic was designed around the location of the vault.

The members reviewed the initial schematic design for the Town Hall expansion and Tom Giola noted some changes that have been suggested by town staff (moving some offices). There were no other comments by PBC members on the Town Hall design.

The commission members then discussed the initial schematic design for the library expansion. Vinny Mondo distributed copies of an e-mail from Nancy Wood containing her comments on the design. Tom Giola explained that Best Joslin looked at the existing architecture and expanded the building. Peter Hughes stated that there will be a very large roof and the view from South Main Street would not be very attractive. Dormers could be added that would help the aesthetics. The design also includes large retaining walls. The commission members want clarification on how tall the retaining walls will be. The group also discussed whether the building will have a sprinkler system. The group noted that Best Joslin needs to review the schematic for code compliance. Darren Cooke commented on the open staircase design. He said that the design results in only one exit from the second floor, which could be a problem. The height of the retaining walls, the open staircase and the code compliance/sprinkler were the three main issues that need clarification. The group also discussed Nancy Wood's request for a drive-up materials drop-off window. The members had a hard time seeing how this would work given the layout of the parking lot. A separate entrance to the library off South Main Street is not feasible because there is a poor sight line at that area of South Main Street (i.e. with the hill).

Tom Giola and Peter Hughes noted that the public will need to support whatever action is taken with respect to the renovation of these buildings. The town survey that will be mailed out in January will hopefully provide feedback as to what residents want in town.

Darren Cooke stated that it will be difficult to decide how to proceed with these buildings until the design for the town center has been complete. Peter Hughes noted that the CDAC group is working on this. He also said that the town will get appraisals for both the library and Town Hall buildings.

Tom Giola said that he will meet with Best Joslin on the schematic designs. He also noted that the Community Development Advisory Commission (CDAC) will be meeting with representatives from the library and Park & Rec. on December 20th at 7:00 p.m.

5. OTHER

Tom Giola gave an update on the school renovation. He said that the school has requested 150 new chairs, which will cost approx. \$3,000. The school also needs a scissor lift and a sewer drain cleaning machine. Mr. Giola noted that the town's building inspector, Pat Looney, walked through the building and issued some temporary certificates of occupancy (TCO). The fire marshal needs to walk through the building as well. There were some minor maintenance items that need to be done. One large item that needs to be rectified is the stage area. Some lighting around the stage needs to be relocated because it is too close to the stage curtains. In addition, the Board of Education storage room needs a sprinkler system. This will cost approx. \$5,000. Pat Looney will be returning to the school to review the outstanding issues.

6. ADJOURN

Motion by Vinny Mondo to adjourn the meeting at 8:50 p.m. The motion was seconded by Bill LaPointe and it was carried by a unanimous vote.

Respectfully submitted,

Mary Sciano

These minutes are a Draft until approved by the Public Building Commission.