

Prospect Town Hall Buildings Sub-Committee
Regular Meeting
Unapproved Minutes
October 17, 2016

Mayor Robert J. Chatfield called the meeting of the Town Hall Buildings Sub-Committee to order at 7:00 p.m. The meeting was held at Community School, 12 Center Street and began with the Pledge of Allegiance.

Members Present: D. Merriman, Pat Geary, Larry Fitzgerald, S. Pilat and Mayor Robert J. Chatfield

Members Absent

Also in attendance: Fred Harkins & Dick Mortensen

Mayor Robert J. Chatfield began the meeting by asking the sub-committee to nominate a chairman. D. Merriman and P. Geary nominated S. Pilat as chairman. **Motion** made by D. Merriman, seconded by P. Geary to elect Stan Pilat as chairman. **Unanimous.**

Mayor Chatfield gave the sub-committee an update on the work that has been done to Community School: Added Community School to the insurance; changed utilities to the Town; changed street number
Washed windows and walls; washed and waxed floors
Replaced three (3) roofs, roof trim and gutters; painted railings
Electric: Changed outside electric and added LED lights to outside parking;
Added wall plugs; emergency and exit signs; fire alarm and all pull stations (fire alarm system struck by lightning - repaired); Serviced Fire Alarm and extinguishers;
Plumbing: Replaced urinals, wax seals around toilets; all plumbing washers; exhaust fans
Servicing furnace
Damaged Ceiling and Floor tiles replaced; Reinstall fiber optics; sprinkler system
Serviced; phones to be installed; Safety chips to be added to playground equipment;
Trees have been cut including Ash trees and septic system has been serviced and checked. In one of portable units has been renovated with plywood and chicken wire for cold storage of sports equipment of different organizations; Soccer, Softball, Pop-Warner, etc. The Mayor also stated that Community School will continue to be a work in progress as they go along. A moving company will be taking all stored equipment and tables and chairs, etc from the Brundage House, the Grange and Town Hall to Community School. Mayor Chatfield advised that the final inspections will be by the Building Official, Fire Marshal and Insurance Company.

The Mayor read into the record a letter (Schedule A) dated 9/23/16, from Marie Delage. M. Delage gave her opposition to moving Town Hall from 36 Center Street to Community School. M. Delage had stated that she was on the purchasing committee for Community School and while other uses, Art Center, Rec Center, Library shows etc. came up, the question of moving Town Hall was only mentioned briefly but other uses were favored.

Fred Harkins, Chair of the Purchasing sub-committee for Community School commented that surveys were administered throughout Town via Prospect Pages and many groups and organizations responded. F. Harkins advised that the Prospect Police Department appeared before the Purchasing sub-committee and gave their opinion as to moving the Police Department to Community School; J. Gomes had also commented on this through the Prospect Pages. F. Harkins and Dick Mortensen advised that the Purchasing sub-Committee did not feel it was appropriate to move the Police Department into the same building that would house children. D. Mortensen continued that many renovations to the building would need to be made including but not limited to sectioning off certain corridors and stairwells for Police Department usage. F. Harkins commented that several organizations had stated that they would like storage areas at Community School including the Boys and Girls Scouts. F. Harkins also commented that it was not the sub-committee's charge to consider cost, repairs and maintenance of the building but to consider usage. S. Pilat commented that to remedy one thing brings about other items to be discussed. P. Geary stated that though the Purchasing sub-committee for Community School did a wonderful job, she agreed that it was not their charge to consider costs but to consider usage. P. Geary questioned which organizations will use the rooms as the building was beginning to be used. F. Harkins advised the intent was not for religious or commercial organizations; but for the Town's civic organizations. Mayor Chatfield advised that the School was purchased for a Rec Center which was presented to the Board of Rec and he is moving forward with it. P. Geary questioned who was making the decisions for Community School, in particular with carpeting a floor for Toddler Time. Mayor Chatfield advised that he and Park & Rec Director Chris Moffo were making the decisions. P. Geary questioned what the Brundage House was used for. Mayor Chatfield advised the building included the Food Bank, a Flag Room and garage storage for the Public Works summer and winter equipment (weed whackers, mowers, snow blowers etc.). Mayor Chatfield advised that both Boys and Girls Scouts use Chapel Hall.

P. Geary commented that there should be a process in place for steps to go forward. Larry Fitzgerald stated that the Town Buildings sub-committee should be informed as to what steps will be taken for the buildings. L. Fitzgerald questioned what will happen to the Grange once all items are removed adding that the decision could effect the Town Council's budgeting. L. Fitzgerald commented that updates should be made in a timely manner along the way. L. Fitzgerald also commented on EMAC and a generator for a primary shelter at Community School. Mayor Chatfield advised that he will be moving the E.O.C. from the Firehouse to Community School.

Dick Mortensen, a member of the Purchasing Sub-committee commented that he was unhappy with the additional storage trailer and clutter at the Police Station and feels that the Town is in need of a larger Police Station. Mayor Chatfield advised that some of the Police Department's items will be stored in the garage at Community School. D. Mortensen stated that he is strongly opposed to the idea of moving Town Hall and putting the Police Station at 36 Center. He stated that he did not want the Town to incur costs for installing a vault at Community School and placing another 100' tower to add to the other

towers in Town. D. Mortensen stated that he would like to see the Mayor keep up the buildings and Town and continued that he was against other Town offices and organizations using storage space at Community School. D. Mortensen continued that more room could be made at Town Hall by adding on at the current location. The Mayor continued that the intention for Community School was to have a computer room, exercise rooms, cold storage; meetings for civic clubs and outside of the use for the gym for Park & Rec, fundraisers, plays and movies for outside organizations. Mayor Chatfield commented that he did not feel the Police Station need to increase, but eventually the property across the street from the Police Station could be their new site.

The Mayor continued that it would be cost prohibitive to move the Town Hall to the Community School location and commented on an Ordinance that the Town of Watertown has (Schedule B) to renovate their building. D. Merriman commented that he visits the Town Hall daily and has not encountered any overcrowding within Town Hall. Mayor Chatfield added that he has made renovations to Town Hall including replacing all the windows within the past 6 years. As to other departments moving into Community School, the Mayor also commented that the Registrars would be staying in Town Hall.

P. Geary stated that she would like more people to have input in decisions and for the sub-committee to be informed earlier as to the procedures that will be done. P. Geary continued with the reading of a letter from Tom Galvin (Schedule C). The letter included available space at Town Hall, usage of the gym at Community School, the main conference room from Town Hall to Community School, the Grange, access to the Senior Center and Community School and Fire House to name a few. Mayor Chatfield advised that he would like to make a path from the Senior Center to Community School with the use of a golf cart. A discussion took place regarding taking into consideration enlarging the kitchen at the Senior Center and additional parking.

Mayor Chatfield advised that he would like to have the next meeting of the Town Buildings Committee on the 14th of November at the Grange. Discussion. The Mayor advised that once all items are removed from the Grange he will be considering its demolition as currently it is a 'money pit' and he would like to put trees and picnic tables in its place. Mayor Chatfield also advised that Joe Gomez had contributed with the past two Agendas, but the meetings were canceled and J. Gomez could not attend this meeting. **Motion** made by Mayor Chatfield, seconded by D. Merriman, based on cost, to recommend to the Town Council, to leave the Town Hall as is and if needed to construct an addition to the left side of the building. Discussion. Mayor Chatfield and D. Merriman withdrew their motion. D. Mortensen also asked to take into consideration what the expense would be of the offices or departments that would take the Town Hall's place.

After discussion, **Motion** made by P. Geary, seconded by D. Merriman to adjourn the meeting. **Unanimous.** The meeting adjourned @ 8:00 p.m.

Stan Pilat
Chairman