

BOARD OF SELECTMEN SPECIAL MEETING
Thursday, September 27, 2012
Comstock Community Center

PRESENT: First Selectman Bill Brennan, Hal Clark, Ted Hoffstatter, Dick Dubow

GUEST: Eric Kaeyer, V.P., KG&D Architects & Engineers, PC

OTHERS: Kimberly Young and Jessica Kaplan, Wilton Garden Club
Cathy Pierce, Social Services
Steve Pierce, Parks & Recreation
Liz Doty, Senior Services

Mr. Brennan called the meeting to order at 7:32 p.m.

1. Background & Objectives – Mr. Brennan reviewed the plans to replace the roof at Comstock in 2013 under an approved capital appropriation. Hoffman Architects has been chosen to design the roof and supervise the RFP for roofing contractors.

The board's objectives are to determine the appropriate level of additional capital improvements to make Comstock a safe and comfortable community center – extending the life of the building approximately 20 years.

2. Building Condition Report – Mr. Kaeyer reviewed KG&D's building evaluation report which found that the building is structurally sound and in fair to good condition. Various improvements and maintenance items were detailed in the report, which included a phased plan over a period of five years.

High priority items were replacement of the boiler, windows and electrical and plumbing maintenance.

Mr. Kaeyer, a resident and taxpayer of Wilton, felt the building could be substantially improved in its appearance and functionality with an investment of \$3-4 mm.

During discussion, he strongly suggested the first phase would be to design all the changes. Then implement the plan. Doing the renovations over a 1-2 year period would be more cost efficient than spreading the work over five years.

3. Building Utilization Report – a discussion was held on the reports submitted by department heads regarding current usage of the facility. It is clear that the facility has a broad range of uses by the community. However, it was felt that more data was required on the usage of each room in the facility. The department heads were asked to work as a committee to review annual data and

provide a room by room utilization report identifying various organizations and citizen groups that use the facility and the hours of usage.

Prior to providing this report, the committee will develop a format for the report and present it to the board for approval before accumulating the requested data. Target date for format – next BOS meeting on October 9, 2012.

4. A general discussion regarding Comstock was then held on various related matters. Members of the Wilton Garden Club attended and emphasized the need for replacement of roof panels for the Comstock Green House. They were advised that Hoffman Architects and Turner construction were assessing the structure and when recommendations were received, the WGC would be advised.
5. Next Steps – Bill Brennan agreed to draft a statement summarizing the BOS's objectives regarding Comstock and requesting the Council on Public Facilities' comments on the KG&D Report. This draft will be sent to board members prior to the next BOS meeting on October 9th at which time it will be discussed and finalized.
6. The meeting was adjourned at 9:45 p.m.