

**TOWN OF ENFIELD
CAPITAL IMPROVEMENT COMMITTEE**

MEETING MINUTES OF FEBRUARY 4, 2019

Present: Ryan Aylesworth (Town Manager), Dan Kiley, Kate Stewart, Bob Cusick, Sam Eaton, Holly West

Excused: Ed McLaughlin, Dominic Albanese, Keith Thomas

Guests: Jay Barrett (Barrett Architecture)

The meeting was called to order at 6:06 PM.

Meeting began with approval of the January 14 meeting minutes. Motion to approve made by Mr. Eaton. Motion seconded by Mr. Dan Kiley. Approved unanimously.

The next order of business was a visit with Mr. Barrett to allow him an opportunity to provide an update on the status of the municipal facilities optimization study. Mr. Barrett started by commending the Town for taking on this important project. He then walked the committee through the framework of his report in some detail. While doing so, Mr. Barrett explained that his report is also giving consideration to the demographic of the community, which obviously influences how Enfield's facility needs will change over time and the sort of tax base the community will have to support major capital investments. Given that Mr. Barrett is not projecting Enfield's population to increase significantly over the next 10-20 years, and given that commercial growth will likely also be somewhat limited, Mr. Barrett's ultimate recommendations will take into account the likelihood that the Town will have constrained finances for the foreseeable future.

Jay proceeded to provide the committee a synopsis/assessment of each of the 11 municipal buildings that had been examined as part of the study. These facilities include the following:

- Whitney Hall (municipal offices/library)
- Police Station
- Public Works Facility
- Union Street Fire Station
- Enfield Center Fire Station
- Enfield Community Building
- Depot Street Ambulance Station
- Pavilion Building
- Shedd Street Garages
- Transfer Station
- Enfield Center Town House

Mr. Barrett went on to discuss several of the alternatives that have been the subject of his analysis, and explained why certain sites were – in his professional opinion – disadvantageous to pursue any further. Mr. Barrett emphasized that it is his belief that the construction of a new public safety complex should be the Town's top priority from a facilities standpoint, followed closely by the need for new municipal offices. Mr. Barrett agrees that the library needs considerable improvements to its facility, but believes that this would be best accomplished via a comprehensive renovation of Whitney Hall as opposed to the construction of a new stand-alone library. The committee also discussed Mr. Barrett's assessment of the Enfield Center Town House. Mr. Barrett deeply appreciates the building for its historic significance, and wants to see it properly repaired and preserved. However, Mr. Barrett believes that a long-term solution

for the building will necessitate relocating the structure so that it is not so close to the adjacent brook which is contributing to chronic water/moisture issues. Mr. Barrett estimates that the combined cost of relocating the building (including the purchase of nearby land to allow for this) and performing extensive structural renovations could be as high as \$500,000-\$750,000. Mr. Barrett is not inclined to recommend the Town make such considerable investments in a building that would not appear to have many practical uses. For these reasons, Mr. Barrett is encouraging the Town to consider transferring ownership of the building to a preservation-oriented nonprofit organization.

Following the conclusion of Mr. Barrett's presentation, the committee reviewed the updated 2019 CIP "Cash Flow" table based on the most current funding recommendations.

The 6-Year CIP Plan was discussed. Mr. Aylesworth asked which members of the committee were in a position to assist with the drafting certain sections of the plan. Ms. West indicated that she would help. Mr. Aylesworth said he would be working with the Assistant Town Manager in the coming weeks to assemble the project-specific tables and would be in further communication with members of the committee as needed during that time.

The last order of business was review and approval of the updated CIP Committee narrative that will be included in the 2018 Town Report. All members indicated support for the narrative as revised.

The next meeting of the CIP Committee was scheduled for February 26 (Tuesday) beginning at 6:00 PM at the Public Works Facility.

Meeting adjourned at 8:27 PM.