



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Meeting Minutes

Special Meeting

Senior / Community Center Architectural Selection Committee

May 6, 2015 at 1:00 P.M. in the Town Hall Main Meeting Room

Subject to approval

Chairman Ostop called the meeting to order at 1:00 p.m. in the Main Meeting Room
In Simsbury Town Hall.

Present: Ostop, Roy, Shea, LaCours-Beck, LaMontagne, Murnane, Beinstein

Absent: Bush

Guests: Lisa Heavner, Stephanie Reife, Kathleen Marschall

1. Public Audience – There was no one present from the public
2. Review the Board of Selectmen Appointment of Selection Committee

Lisa Heavner discussed the background of the senior / community center project, the selection of the Simsbury Meadows site by the Board of Selectman, the desire to work with the Performing Art Center Board for possible shared space in the Senior / Community Center and the desire to create an ADA compliant sustainable facility with consideration of the sensitivity and beauty of the site. Lisa Heavner said the desire is to develop a multi-generational, multi-use facility with expected synergies with the Performing Arts Center. Lisa said that they are also engaging a programming consultant to make sure we identified the current and future needs of the senior population. Lisa Heavner said that she also wants to build consensus with the various stakeholders involved with the project.

3. Tentative Schedule for Selection Process

Chairman Ostop told the committee that communication to the public is very important for the project. Beinstein asked if the public was aware of that the Simsbury Meadows site has been selected. Ostop said that he does not believe the public at large is aware of the site that has been selected. Ostop said that they should move into discussion of the selection process for the project.

Ostop said that the committee needs to discuss the schedule for the selection process. Shea said that the original project schedule was aggressive assuming a November 2015 referendum. Shea said the referendum schedule for November does not allow enough time for the committee to complete its charge,

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so a more realistic schedule is to have a project developed, cost estimate prepared and local permits obtained by January 2016.

Ostop provided his contact information to all committee members and offer any advice during the review of the qualification statements.

Ostop suggested that the committee meet in 2 weeks to short-list the architectural teams to be interviewed. Ostop also asked for a convenient time to meet for all committee members. The committee agreed to meet at 8:00 am on May 20, 2015. A meeting notice with the meeting room will be sent out by Shea.

4. Discussion of Selection Criteria

Ostop said the committee needs to look at the qualification statements to determine which firms meet the criteria that is important to you. Ostop asked the committee to look at all the things including any environmental experience with similar project development issues. Ostop asked the committee to review the submitted qualification statements and to complete a preliminary rating of each submission from 1 to 15 with number one being the best submission package.

5. Preliminary Review of Submitted Qualifications

Ostop said that the town has received fifteen proposals from architectural teams. Ostop said that the town needs to sit down with the PAC and see if we can accommodate their needs. Shea said that the town has reached out the PAC to get them engaged in thinking about their need as part of the project.

Beinstein asked if the program was developed for the senior center. Shea said he could provide the committee with this program information.

6. Public Outreach Strategy

Ostop reminder that the committee that the committee touched on this subject previously at the meeting today and that the details for the outreach strategy will be discussed at the next meeting.

7. Old Business

There was no old business to discuss.

8. New Business

There was no new business to discuss.

9. Adjourn

The meeting was adjourned at 1:51 p.m. on a motion by LaCours-Beck, a second by Mr. Roy and a unanimously favorable vote.

Sincerely,

Richard Ostop
Chairman