Town of East Hampton

**Town Facilities Building Committee**

**Continuance Meeting**

Friday, June 30, 2017- 6:30 P.M.

East Hampton Town Hall Conference Room

**DRAFT MINUTES**

**Present:** Chairman Glenn Gollenberg, Vice Chairman Kurt Comisky, Jeff Foran, Cliff Libby, Rebecca Tinelle-Sawyer, Ray Moore, George Pfaffenbach, with Pete Brown, and Chief Shawn Cox.

**Absent:** Fred Galvin

**Call to Order:** *Chairman Gollenberg called a continuance at 6:30 P.M. for the regular meeting from the previous night.*

**Presenting of the Revised Concepts:** Tony Amenta, from the architect firm Amenta Emma, attended the meeting to present the committee with three concepts for the project. Some of these concepts were revised from the discussion from the meeting from the previous night.

 **Option 1 Revised (#7 from last night’s meeting):** This concept was a mirror image flip of option 6 from last night’s meeting. This concept has the building pushed forward so there weren’t as many trees making the lawn smaller. The road coming off Route 66 continues to Sally Port, but also has an entrance for the Town Hall and Police Department. There was discussion of the different parking lots with their functions and spacing attributing to the landscaping. With this concept, the new buildings will be surrounded by public parking in the front and side of the building, the police compound will be at the back of the building, and the staff parking will be the outlying spots within the public parking spaces. The citizens will know which entrance to use and where to park. There is no decided traffic pattern, but there was a suggestion of one road leading to the community building. It shows there being 2 entrance and exit streets from Route 66 to get to the new buildings. This concept gives the new buildings more simplicity and presence to the citizens and community within the town.

These concepts are not final drafts or building plans; but the options are concepts to show the committees and citizens what could be built for the new buildings.

**Option 1 (2) (same number from last night’s meeting):** In this concept, the Police Department is directly behind the Town Hall. There are 2 police compounds behind the Police building. There are 2 distinct parking lots, in front and on the side, of the main/ Town Hall building. Public and staff parking would be shared like in the previous concept. Although, this option down plays on the arrival to the Town Hall building. It takes away the presence of the building. There is also no set or separate building for the community center.

 The grade of the lade is taken into consideration in each concept. For the building to be level the land needs to be dug out, the same goes for adding parking lots. This building needs to be something the town could be proud of more than just another civic building.

**Option 6:** This concept is the same as option 2 from last night’s meeting, but the building is pushed forward. The concept has more of an urban feel with the building’s front is on the street. The parking is set in the back of the building. With this one there is also no set community center, but it’s taken into consideration within the Town Hall building itself. There are two separate entrances for the Town Hall and for the Police Department. The central hallways are made into public spaces so the individual departments can be closed after hours while another department can remain open.

*There was a motion to accept Option 1 Revised (# 7 from last night’s meeting) at 7:12 P.M. by Mr. Foran, and seconded by Ms. Tinelle-Sawyer. Voted 9-0 in favor. Chief Cox and Pete Brown sat in on the meeting to assist and vote on the concepts.*

**Schedule:** With the few changes to the project schedule there is more crunch time and more presentations for the committee. The committee and everyone involved needs to hit the dates or the project won’t make or meet the deadline. Amenta Emma will give the renderings of the concept option decided on tonight back for the committee on July 14th so they can discuss and select the renderings on the July 19th meeting. Lisa Motto is setting up a meeting with Amenta Emma and the Design-Sub Committee to see the renderings ahead of time to give Amenta Emma time for more fine tuning. The CM process has the RFP posted and sent out. The Referendum process has the Board of Finance making a recommendation for funding. That means the committee needs to have the information for them by August 17th to give the board time to review and decide. The final approval to bring the project to referendum must be September 5th.

**PR Update:** There was a discussion of what information and how much to share with the public at Old Home Day. The committee has a booth for Old Home Day and will be presenting why this project is needed. The citizens will get their questions answered and will get the facts and information about the project.

*Mr. Moran approved the Fact Sheet and Mr. Foran seconded at 7:45 P.M. 7-0 in favor.*

**Adjournment:** *Mr. Foran moved to adjourn at 7:45 P.M., Ms. Tinelle-Sawyer seconded. Voted 7-0 in favor.*

Respectfully Submitted

Katrina Aligata