

**South Windsor  
Public Building Commission  
Minutes  
March 5, 2024**

A special meeting of the Public Building Commission was held on March 5, 2024 at 7:00 PM at the Administrative Offices, 1737 Main Street. The following commission members were in attendance:

Public Building Commission Members Present: Matthew Montana, Kathy Daugherty, Edward O'Connell, Corrine Bordua, and Stephanie Dexter

Member Absent: Miguel Proano, Madhu Reddy

Also Present: Chuck Warrington(Colliers); Town Council Liaison, Richard Balboni; Recreation Director, Molly Keays; Genevieve Coursey; and Thomas Arcari, Principal, QA&M Architects

Chairman Montana called the meeting to order at 7:00 PM.

**New Business**

Introduction of team members: Chairman Montana introduced Thomas Arcari, Principal of QA&M Architects, who has been contracted to perform a feasibility study on the former Orchard Hill Elementary School building to serve the Parks & Recreation department. He introduced Chuck Warrington who will serve as the Owner's Representative. He also introduced Molly Keays, Recreation Director.

Review of Parks and Recreation Program Requirements and Existing Conditions: Mr. Arcari noted that he will be meeting with Molly and the recreation team to determine how the existing school facility matches up with the team's goals for the recreation programing. A walkthrough will be held in the existing facility, taking the program and applying it to the existing building. Following which a detailed cost estimate will be developed in cooperation with Colliers to identify a target budget and project scope. Mr. Arcari surmised that the process could take approximately 12 weeks. Mr. Arcari noted that his team has worked on community and recreation facilities for the last 25 years and have developed 30 community centers. Throughout the process, the commission will be consulted.

Chairman Montana advised that the Town Council has asked the PBC to research the potential to fit the recreation programing into a currently owned building over a series of years, noting that this would be the most economical avenue for the town. A former committee appointed by the Town Council, together with Colliers, had researched seven different sites in town, narrowing the scope to two, with Orchard Hill being the desired site. Mr. Arcari stated that QA&M will look to balance the goals of the recreation department with the town's financial goals.

Mr. Warrington advised that a code analysis was completed and shared with Mr. Arcari. He advised the commission that he envisions that the study will result in several options for the commission's and town's consideration that will include future add-ons based on price in order to determine what can be realistically funded now and in the future. In addition, Colliers will provide and track macro schedules for the project.

Ms. Keays responded to Mr. Arcari's questions as well as questions from the commission. Ms. Keays relayed that as there is no indoor pool in town, noting that a pool would be a great asset not only for the recreation department, but for the school system as well. Mr. Arcari noted that there is a small opportunity for potential state reimbursement if an aquatic center has the combined usage of both

schools and the town. More discussion regarding the costs, location, etc., ensued. Mrs. Daugherty noted that the location of OH, on an essential campus together with TEMS and the new OH, would be attractive for a pool, as well as for overflow parking for the recreation department. All noting the expense and potential timing of such an add-on.

Mr. Arcari reviewed the potential schedule, with the first third of the project documenting the existing conditions, and code reviews; the second third developing concepts to present; and the final third exploring costs. He stated that a community informational session should be held once plans have been more developed. Mrs. Daugherty questioned the timing, noting that the Town Council resolution called for a report to be presented to the council in June, while given the current timing, it appears as though that may need to be presented in September. The council will be consulted.

#### Adjournment

A motion was made by Mrs. Daugherty, seconded by Mrs. Dexter, to adjourn the meeting at 7:52 PM. Motion passed unanimously. (5-0)

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Ann M. Walsh".

Ann M. Walsh, Clerk