

	DATE & TIME	QUESTION	RESPONSE DATE	ANSWER
1	3/19/2024: 1:07 PM	I have received several inquiries about the upcoming meetings for discussion about the town hall. I am getting asked if meetings will be recorded and if any material can/will be released prior for people to review.	3/19/24: 2:24 PM	All currently available information is posted on the building committee web page. Rest assured, one of the info sessions will be recorded and promptly posted later, ensuring everyone has access to the information shared. The info session, which is of utmost importance, is designed to present the current four options to the townspeople and actively seek their questions and feedback on them.
2	3/19/2024: 1:07 PM	I have several seniors and disabled members of our community asking due to either not being able to make the scheduled meetings or needing the time to review to gather thoughts prior.	3/19/24: 2:24 PM	We are encouraging all to attend in person. We are diligently working on setting up live team meetings for each session, ensuring both audio and visual components are in place for a seamless communication experience.
3	3/19/2024: 1:07 PM	I will also let them know if they can make it to one of the two meetings that would be great. If not is there another way for them to get thoughts, questions or concerns answered? I know some do not do email.	3/19/24: 2:24 PM	We value their input. They can drop off a letter or note addressed to the Municipal Facilities Building Committee, Town of Brimfield, MA, at the town hall clerk's office. The responses will be diligently posted and updated on the building committee webpage.
4	3/19/24: 2:54 PM	If you are encouraging all to attend how come you all haven't put information like anyone else is required to do prior to the meeting? Some information for the four options being out prior would help those with disabilities, dementia ect. Only information on the town page is the stat standards and the mail card. Please let me know if this is something you all can do or not.	3/19/24: 7:42 PM	We are in the final stages of preparing the information and should be able to post it later this week. The Townspeople's involvement in the info session is crucial in this process.
5	5/4/24: 10:00 AM	What will be the tax burden on the tax payers and for how long? Do not include any grants or "free money", as that is not a guarantee, but will be a pleasant surprise if they come through as tax payers will be happy to pay less than they voted/agreed to.	5/7/24 6:43PM	We don't know the exact funding type or burden at this early stage, but presented worse case scenario for each option during the INFO SESSIONS. The Committee has also started to work with Finance Committee on strategic planning to target a lower tax burden. See similar question in first email.
6	5/4/24: 10:00 AM	Why was the Senior Center not factored in as part of the project?	5/7/24 6:43PM	The current objective of the Committee is to tackle the issues with Town Hall offices, but the Committee also has the future needs of the Town in mind during this process.
7	5/4/24: 10:00 AM	Why was NO Option not an option at the Informational meetings?	5/7/24 6:43PM	The Committee does not feel doing nothing related to the problems with the current Town Offices is a real option, and spending additional monies at the Annex is not a recommendation of this Committee.

8	5/4/24: 10:00 AM	How do you know that every voter at the informational meetings was a resident and/or tax payer and a registered voter? How do you know that a person/persons did not vote twice (once at each meeting)? If you had no guarantees in place this was flawed data. I was present at a meeting and saw no place to check in as a voter. A straw poll (as it was called at the Informational meeting) is not a binding vote and the committee is using it as such.	5/7/24 6:43PM	The Committee has never made any claims that the polling done at the INFO SESSIONS was a binding vote of any kind and didn't treat it as such. The straw polls were utilized to garner community feedback and to present options for a Committee recommendation at the Vote on May 8 th .
9	5/4/24: 10:00 AM	What was TERVA paid to use old plans with little or no changes, to put together the presentation and where was that money allocated from?	5/7/24 6:43PM	Terva did significant work to model Options, assist in the analysis of existing assessments and run INFO SESSIONS. They also attended Committee meetings and Selectboard hearings. Their total proposal for this work was \$40,000. The Town tasked them with development of a specific fourth Option on Palmer Rd, which added \$5,000. In total, their contract is for \$45,000 and Building Committee funds are being used for this expenditure.
10	5/4/24: 10:00 AM	What exactly is included in the \$300,000? Since a design has been completed by the prior committee will this committee be presenting something new?	5/7/24 6:43PM	<p>Yes, this Committee would be engaged in a Schematic Design phase for the adaptive reuse of the Town Hall to accommodate all Town offices. This would include cost estimating and additional INFO SESSIONS to present the design progress and detailed estimates. Benefits of</p> <p>Schematic Design (SD)</p> <p>Conceptualization: SD allows architects to envision various design options, concepts, and ideas, supporting clients to visualize project aesthetics and layout.</p> <p>Feasibility Assessment: Potential design challenges and opportunities are identified in this phase, helping the client to make informed decisions based on the project scope and cost estimates.</p> <p>Quick and Early Problem-Solving: Architects, designers, and consultants can identify and resolve potential design problems leading to a reduction in costly modifications during the later stages of the project.</p> <p>Client Collaboration: SD provides close collaboration between various teams including architects and clients, to ensure designs gravitate toward the client's requirements and vision.</p>
11	5/4/24: 8:09 AM	The flyer reads like this building committee just finished a successful Public Safety Complex project. It should be noted that the Building Committee that successfully completed that project (under budget even) was disbanded completely as they were starting to look at this project- but it was the full solution which included the Senior Center, using the Senior Center Study as a basis. I don't believe this new building committee looked at that survey very much, if at all. That old Committee was successful in part, I believe, due to the 2 co-chairs both had prior experience on large municipal building projects (Tantasqua and Monson Town Hall), and a broad range of residents which counted, if memory serves, over 15 people- including several town employees who care about town, members of several boards or local non-profits, area contractors and realtors, financial experts, and others. Can you please discuss the relevant experience of the current members of the board that worked on this project scope?	5/7/2024 7:02:00PM	<p>Will provide once all info is gathered.</p> <p>Mike Egan: 30 years plus in large commercial, and government municipal construction projects including design-build and design-assist and historical rehab project</p>

12	5/4/24: 8:09 AM	The flyer states that you are preserving the nature of the Great Hall. I thought I heard in the informational hearing that the structure of the Town Hall couldn't support an additional floor, so we would have to have a separate internal structure for this second floor. If you build all of that, how will the nature of the Great Hall be preserved? And since that was the main room identified in the Senior Center Study, has the new building committee identified future expansion for a possible Senior Center or other large municipal meeting room?	5/7/2024 7:02:00PM	We have presented a few of the ideas on preserving the nature of the Great Hall. It's a beautiful, historic space – but currently doesn't fill a need for the Town. It would make a lovely Senior Center room, but it's not easily accessible and would be co-located in an active place of Town business in a combined project. For those reasons, it's not the most efficient re-use of the Great Hall. Preserving a small portion of the two-story volume for the memorial plaques and the GW painting, preserving the flooring and creating multiple various size Town meeting spaces (i.e. for SB and other Board mtgs), and using demountable wall systems to retain its 'open' feel were some of the possibilities for retaining the 'nature' of that space – while using it to solve what the Town needs to conduct day to day business (also its original use). Lastly, the current foundation will need to be addressed no matter the direction of future use...it does have water intrusion in a few places and is not insulated at that lower level.
13	5/4/24: 8:09 AM	You say that we are not voting for the project now, just the design phase of the project. While I guess you are trying to say that the \$300,000 isn't the entirety of the project (which should be obvious) aren't these funds going towards a single project for specific designs that would lead directly to construction documents for a project that it appears people have issues with?	5/7/2024 7:02:00PM	The \$300,000 would be used to engage in a Schematic Design phase. This is only the first step in the process to Construction Drawings. What this phase does yield: narratives by the Design Team consultants and preliminary designs for a reuse of the Town Hall for the Admin office functions the Town currently needs...so yes, it would be geared toward an adaptive reuse of the historic Town Hall. However, much of the work in Schematic is less about designing, and more about assessing in more detail all the systems of the building, and what upgrades/replacement is needed to meet current codes and standards. These systems include structural, building envelope, heating and cooling, water supply and waste, fire protection, etc. That is how we would get more detailed estimating...which for these systems, would be accurate estimates for any re-use of the building.
14	5/4/24: 8:09 AM	While I agree that we need to do something based on all of the studies I have seen, reviewing all of the studies on the building committee website, it appears that the last 3 completed state there isn't an imminent need. These studies are from an historic building specialist, our current building commissioner, and a retired senior state building inspector. Can you explain why those are being discounted and you are moving ahead with a very expedited project?	5/7/2024 7:02:00PM	We respect all the correspondence from the professionals above and have not discounted any input throughout this process. While it's true the building may not collapse tomorrow, currently, it's a Town asset that is not being used...even though additional Town office space is in greatly needed. That's the urgency, to move forward in some manner toward the objective of Town offices, while re-using an existing asset. As of right now, the Town Hall is closed until further notice per the Building Department. The Town Hall is also closed annually during the non-summer months due to heating costs. I'm sure the above parties would agree that leaving a building abandoned for any length of time only compounds any existing issues.
15	5/4/24: 8:09 AM	You stated funding amounts and tax impacts. How was this developed? Did you use financial analysts and talk with municipal bond specialists to discuss ratings and such? I know with the Public Safety Complex, we worked with these people years before the project started. Also, were there any assumed grants and what was the base figure used for the cost of the project?	5/7/2024 7:02:00PM	All of the financial information presented in the INFO SESSIONS were estimated and to provide guidance in the straw polling. There is a significant enough difference on cost between Options 1-3 where giving stakeholders these ranges, and subsequent estimated tax impacts, was useful to set a financial target/direction for the Committee. Regarding the tax impacts, the Committee also presented some of the 'worst-case' scenarios related to possible burdens, which assumed that ALL the monies would be borrowed for each of the Options, and if these were funded via a Fixed Principal type loan. The Committee has been transparent regarding what it knows at this time about estimated or possible cost of each of the options. In recent work with the Finance Committee, it appears we may do significantly better with a different loan type and with some amount of strategic Town debt reduction and planning. If Schematic Design Phase goes forward, the Committee would engage with specialists and work with the Finance Committee to get more detailed, project specific information ahead of any Town funding vote.
16	5/4/24: 8:09 AM	Was there any discussion of the last plans that the original Building Committee was working on- namely a complete solution incorporating the Senior Center and municipal offices off the back of the existing Town Hall in a vertical alignment? I ask this as this was the preferred choice of that Committee moving forward but was not looked at as one of your choices in the presentation.	5/7/2024 7:02:00PM	Yes, the Committee looked at the combined solution and discussed at length, including the Senior Center/New Offices. At this time, based on the input of the Town, the Committee feels the financial commitment would be too great. However, the Committee has expressed in all presentations that long-term growth is an important factor, and the Schematic Design if pursued, will consider future additions and set the design up now for those possible expansions.
17	5/4/24: 8:53 AM	What will the tax burden to the residents be?	5/7/24 6:50PM	In the future, if the Town decides to fund a project for Option 2, The Building Committee, working with the Finance Committee, is targeting a tax burden for an average assessed value of \$350,000 in the \$200 range annually. Much more detailed information would be provided once a funding/debt reduction strategy is in place – along with a set of Schematic drawings that can be used to get a more accurate total project cost.
18	5/4/24: 8:53 AM	What are the estimated costs to the town?	5/7/24 6:50PM	Option 2 would cost between \$8M - \$9.5M. This is an estimated range. After Schematic Design, a more accurate estimate would be produced for a future funding vote.

19	5/4/24: 8:53 AM	It does not appear this option addresses space for the senior center, does this project provide space for our seniors?	5/7/24 6:50PM	This project is focused on a solution for Town Hall Offices, however, future expansion will be considered in this next Schematic Phase.
20	5/4/24: 8:53 AM	What is the justification for not allowing all town members present at the special town meeting to vote on all three developed projects, as no solid majority of town was able to select this project?	5/7/24 6:50PM	The Building Committee presented three different directions on solving the problem for Town offices more than three 'developed' projects. In presenting these Options, the goal was to garner feedback and input at two INFO SESSIONS, which guided the Committee to the preferred option.
21	5/4/24: 8:53 AM	Where did the estimates for the projects come from? Past studies with "guesses" at current costs?	5/7/24 6:50PM	Terva developed the cost ranges for the Options based on past/current projects of similar scope and nature, and consulted a professional cost estimator to check/confirm the ranges provided.
22	5/4/24: 8:53 AM	Were all individuals who conducted the building assessments paid by the town?	5/7/24 6:50PM	For the current Options work, the Committee has refrained from spending additional Town funds on further assessments as it now has access to numerous past and some recent building condition reports. The work performed by Terva was to synthesize this data and assist the Committee on a process of presentation and outreach with the existing information to get feedback from the Town.
23	5/4/24: 8:53 AM	Were old plans used with new schematics?	5/7/24 6:50PM	Not sure I understand this question...
24	5/8/24 : 3:27PM	Is the \$300,000 for the design of just option #2? Mr. Adams has posted on the Community page that we are not voting on a project, yet expect to toss out this amount of our free cash when it may not be the project. Please advise how that makes any fiscal sense.	05/09/24 8:34AM	Yes, this Committee would be engaged in a Schematic Design phase for the adaptive reuse of the Town Hall to accommodate all Town offices. It includes all required programming for the offices and hard cost estimates on the building. Exploratory work to uncover unforeseen conditions. It would all give the townspeople a complete picture of what we are getting for the 8 to 9.5 million. Not just a conceptual design for the townspeople to vote on.