

The Facilities Subcommittee of the TTF met on 14 June 2012. All members of the subcommittee were present for this meeting.

Mr Miller reported that he had been working on finding relief for the parking problem at the Township building that had been identified in the previous meeting of the subcommittee. He said that he was trying to schedule a meeting with Judge Goldman to see if it might be possible to schedule Traffic Court for the evenings rather than during the day, especially during the summer months while the parking situation in the Township upper lot is stressed by pool users. He also said that Mr Bruschi had indicated that it might be possible to approach Princeton University, the intended purchaser of the former hospital parking lot on Franklin Ave, to see if the lot might be used for municipal employee parking until the long term use of the lot has been identified.

Mr Tucker presented several options for accommodating the remaining municipal functions and departments in the two municipal buildings. The options were discussed by the subcommittee, and a consensus was reached to recommend that Corner House be located in the lower level of the Borough building. It was additionally agreed to recommend that the municipality offer space to TV 30 in the lower level of the Borough building. Mr Miller said that he would arrange for representatives of TV 30 to visit the space in order to determine if it could be adapted to meet their needs. Mr Miller pointed out that, unlike Corner House, TV 30 is not a municipal department, but is an independent 501-c3. As such, TV 30 would be expected to lease the space from the municipality. The term of the lease, financial arrangements and the issue of modifications to the space to accommodate TV 30 all would be the subject of a negotiation between TV 30 and the municipality.

Following further discussion, it was also the consensus of the subcommittee to recommend that the functions and departments constituting the new Community Development Department, consisting of Engineering, Historic Preservation, Zoning, Planning and Building/Construction, remain in their present location on the 2nd floor of the Township building.

Two options were presented by KSS for locating the remaining departments/functions, consisting of Tax, Finance, Assessor, Human Services, Health, (Affordable) Housing, Clerk, Administrator and Mayor. Following a discussion of the impacts of the locations of these functions on parking and modifications that might be needed to accommodate these departments, KSS was asked to more fully develop these two options for presentation at the next subcommittee meeting scheduled for 27 Jul, along with rough order of magnitude (ROM) estimates of parking impacts and facility modifications that might be needed for each option. The parking impacts will be developed by the municipal staff. The ROM cost estimates will be prepared by KSS. It was noted that the Assessor would prefer to be located near the Community Development functions primarily for access to files and storage of drawings. There is also some interaction between the departments as well as the Tax & Finance Dept. Several members of the Task Force noted a strong need to have clear representation of government, and that concept should fold into the options and locations of Mayor, Administration, etc.

Members of the Subcommittee suggested that minimizing cost and disruption should be considered in the location of these remaining departments/functions.

Mr Miller agreed to make the necessary arrangements for representatives of TV 30 to visit the proposed accommodations that could be set aside for TV 30 in the Borough building so that the Princeton Community TV Board could make a determination if the space in the basement of the Borough building met their needs.

The next meetings of the Facilities Subcommittee are scheduled for 27 Jun and 13 Jul 2012 at 10:00am in Conference Room B, Township building.

There was some discussion, without any resolution, of dropping the use of Borough Hall and Township Hall to identify the two municipal buildings, as the Borough and Township designations will no longer be valid after 1 Jan '13. The name, "Monument Hall" was suggested for the current Borough building. There were no suggestions of a name for the current Township building. Mr Miller suggested that naming possibilities be the subject of a future meeting.

Action Items from this meeting are:

1. At the next TTF meeting the Subcommittee will recommend that Corner House be located in the lower level of the Borough building, and that space in the lower level of the Borough building be offered to TV 30/PCTV
2. At the next TTF meeting the Subcommittee will recommend that the functions and departments constituting the new Community Development Department, consisting of Engineering, Historic Preservation, Zoning, Planning and Building/Construction, remain in their present location on the 2nd floor of the Township building.
3. KSS to more fully develop the two options for the location of the remaining departments/functions, including ROM estimates of the costs of facility renovation resulting from moving departments/functions, and an assessment of the parking impacts
4. Mr Miller to arrange for a site visit by representatives of TV 30 to the space that might be offered for their use

The next two meetings of the Facilities Subcommittee are scheduled for 27 Jun and 13 Jul '12. Both meetings will be at 10:00am in the Township building, Conf Room B.