

Town of Norwich
NORWICH LONG TERM FACILITIES PLANNING COMMITTEE

FINAL REPORT

July 17, 2000

Introduction:

In April 1999 the Selectboard invited interested people to help create a Long Term Facilities Plan. This plan provides the information needed to build a long term capital budget.

The following people served on the Committee;

Linda Addante	Rob Titus
George Clark	Neil Fulton
Dennis Kaufman	John Lawe
Kathy Menard	Keenie Richardson
Richard Stucker	Peter Teachout
Phil Dechert, Zoning and Planning Department, Staff	

Charge:

"The Long Term Facilities Planning Committee should present an evaluation of the needs of each section of local government and a plan to provide for those needs. The plan should look forward at least ten years or more into the future. The facilities to be considered should include those now existing, such as Police, Fire and Highway Departments and Tracy Hall. The Committee should also consider other possible future needs. These might include, but not be limited to, a teen center, a coffee shop, a swimming pool, a shelter at Huntley Meadow or a sewer system".

"The plan should include purchase of land or buildings where indicated. It should present a rough time-table and should include broad estimates of cost in current dollars. The plan should concentrate on constructed facilities. The Committee may, if it wishes, present its priority for each part of the plan. Purchase of land for say, conservation or recreation, is not included in the Committee's charge".

Method of Study:

The Committee had an initial meeting in May 1999 at which time they identified some of the data which would be needed later. The Committee then recessed for the summer and restarted weekly meetings in September. During the fall they met almost every week for 1½ hours through early December.

Phil Dechert provided lists of town properties with maps. Demographic data were presented and projected school enrollments were also studied. The relevant sections of the Town Plan were studied. The Committee then met with each of the Town Departments to review their operation. The current and future needs were listed using both a high (2%) and a low (1%) estimate of population growth to guide planning.

The Committee met with the following Departments:

Highway	Fire
Recreation	Solid Waste

Tracy Hall:

Planning & Zoning, Town Clerk, Listers, Treasurer, Meeting Space.

While the Charge to the Committee did not extend to the Cross School, many of the programs, such as Recreation, directly affect both Town and School and two Committee Members (Addante and Teachout) informally represented the School.

Another Town Organization, the Norwich Fire District, has rented their own space in Town but would likely use Town developed office space if it became available.

Non-government groups consulted include members of the Profiles 2000 Committees addressing a community center and river access, and the Norwich Special Places Committee regarding river access.

Although a municipal wastewater treatment system was mentioned in the charge, the committee determined that the need for a system would only be created by the failure of many on-site systems in or near the Village, evidence of pollution of the ground water, or the desire to concentrate future growth in more compact areas. Any of these events may or may not happen. The existence of a municipal wastewater treatment system would change options for location and scale of future municipal facilities.

One of the more complex features of this long term plan is that alternative plans can exist to provide facilities for any particular department and sometimes two or more departments together. For instance the Fire Department and the Police Department might develop separately or join together in a Public Safety Building. And again such a building might house additional office space for say Solid Waste and the Prudential Committee. This complexity has been approached by offering several scenarios.

Recent changes such as the purchase by the State of the railroad line along the river, and potential future changes such as a re-organized Norwich Police Department, the long-term possibility of a paid full-time fire department, and the adoption of new zoning and subdivision regulations will effect the needs and options of the town.

Costs

Costs are based on estimates from Departments or the best guess of committee. They are based on 2000 dollars and therefore the estimates for near term projects will be more accurate than those for the long term projects.

Growth

The 1996 Norwich Town Plan addresses issues of both the rate and the location of new growth. Growth in or close to the Village may require less expansion of town facilities than a

similar amount of growth spread throughout the more rural areas. The emergence of outlying Village centers may create a need for satellite fire, police, recreation, or solid waste facilities.

Recommendations

The Norwich Long Term Facilities Planning Committee makes the following recommendations to the Selectboard:

1. Category A are immediate needs and include several items that have already been postponed. Some are currently funded for FY 01.
Category B are near future needs within five years.
Category C are projected needs in the 5 - 15 year period and ideas that may become realities in the longer term (10 - 20 years). Some ideas are mentioned for the future such as a community center.
2. This plan should be reviewed by the Selectboard once per year and should be updated by a committee every three years or sooner. Growth projections should be re-evaluated based on the results of the 2000 Census. New town zoning and subdivision regulations, when and if they are adopted, may have an effect on the location and rate of future growth.
3. The next Town Plan should include an updated version of this report.
4. The Town should consider purchasing properties that may be needed for future expansion of municipal facilities when and if they become available. Land purchases should be coordinated with other town groups working on preserving open space.
5. The Selectboard may want to seek further public input by holding a public meeting for comments on this report.

NORWICH LONG TERM FACILITIES PLANNING COMMITTEE -

Summary -6/12/00

Category: A - Immediate Needs B - Near future needs C - Future Needs
 Site: 1 - Developed on existing site 2 - Re-construction on existing site 3 - Construction on new site 4 - Re-constructed on existing site or a new site

Project	Description	FY	Category	Site	Other Depts Impacted	Cost Low Est.	High Est.	Comments:
HWY 1a	New bays, office, etc.	2001	A	1	Solid Waste	\$160,000	\$180,000	A 2640 SF addition and renovation to existing garage including 2½ bays, office, lunch/meeting room, equipment/parts cage. Changes will create additional space for garaging existing equipment, an additional truck, and a mechanic area. \$125,000 already set aside. This facility is needed because equipment is being stored outside or off-site, office and lunch facilities should be separate from work areas, and an on-site mechanic area will be more efficient and economical.
HWY 1b	New Water Supply	2001	A	1	Solid Waste	\$2,500	\$5,000	Current source inadequate for washing vehicles.
HWY 1c	Septic System	2001	A	1	Solid Waste	\$5,000	\$10,000	Existing system inadequate.
HWY 2	Salt Shed	2002	A	2	Solid Waste	\$60,000	\$80,000	Existing salt shed in poor shape and too small to keep enough salt on-hand to anticipate shortages in local supply. The town uses 1200 tons per winter. The capacity of the existing shed is 140 tons. A new shed capacity should be 400-500 tons with provision for for storing signs and other items stored in existing shed. Location of shed should be coordinated with future expansion of Solid Waste facility.
HWY 3	Additional Bay	2010	C	1	Solid Waste	\$30,000	\$50,000	700 SF addition to garage for truck in addition to the one added in HWY 1. As development occurs in more rural areas of town, an additional plow route may need to be added.
FIRE 1	Add Parking	2002	A	3	Police	\$5,000	\$15,000	There is limited parking for firefighters responding to calls. Land on Police Station Lot could be used.
FIRE 2	Septic System	2002	B	1	Police	\$4,000	\$10,000	Need capacity for washing clothing and protective gear after fire or hazmat incident.
FIRE 3	Addition to Fire Station	2002	B	1	Police	\$60,000	\$100,000	Extend current office and bays by 16' to create space for Engine #1 (Antique), meeting room, and larger tanker to be acquired in 2003. Additional 1250 SF
FIRE 4a OR FIRE 4b	Expansion of FireStation New Fire/Police Facility	2010+ 2010+	C C	1 4	Police Police	\$250,000 \$500,000	\$750,000 \$1,500,000	Need would be created by more equipment, full-time staffing, and/or creation of a Norwich ambulance service. The cost of a larger facility needs to be considered in addition to operational costs. See FIRE 4a.
FIRE 5	Training Facility	2004	C	3		\$30,000	\$50,000	4 - 40' containers, double stacked. Location could be Highway Garage/Solid Waste Facility land. Should be regional facility shared with other towns.
POLICE 1a OR POLICE 1b	New Facility - Police only New Fire/Police Facility	2003 2010+	B C	4 4	Fire Fire	\$200,000 See Fire 4b	\$300,000 See Fire 4b	New permanent facility. Existing building near end of functional life. See FIRE 4b - Existing police building may need major work for it to last 10+ years.
REC 1	Storage	2001	B	1	Tracy	\$0	\$2,000	Need consolidated storage area for seasonal equipment (300 - 500 SF). Equipment is currently spread out around Tracy Hall. Moving equipment to and from attic is akward and possibly unsafe. May be possible to rent space at school or elsewhere.

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Project	Description	FY	Category	Site	Other Depts Impacted	Cost Low Est.	High Est.	Comments:
REC 2	Additional Playing Fields	2001	B	3	Dresden			If Dresden creates more fields on Route 5 South site or another new site, additional Norwich Rec fields will not be needed. There is room for one more field at Huntley.
REC 3a	Swimming Area Evaluation	2002	A	1		\$5,000	\$10,000	Needs to be evaluated by qualified consultant for structural issues and safety. Determine cost versus use of area.
REC 3b	Swimming Area Re-construction	2004	B	2		\$50,000	\$100,000	Based on evaluation in Rec 3a.
REC 4	Inline skating/Skateboard Facility	2001	C	3		\$10,000	\$25,000	"Hang out" area for kids. Ice skating in winter. Lights. The more activities and features, the more money needed.
REC 5	Fields - New Village Centers	2010+	C	3				If new village centers are designated, area should be set aside for playing fields.
TRACY 1	Office Space- rearrange	2002	A	1				More space for lists and town administration. Partition Multi-purpose room. Use space at school.
TRACY 2	Office Space - create more	2010+	C	3				Move some activity from Tracy Hall. Options may include: Addition to Tracy Hall, lease space in Village, use space at school, or buy or build another building. The Norwich Fire District would like to have its office with the Town offices.
SW 1	Re-organize existing site	2000	A	1	Highway	\$2,500	\$7,000	Create new traffic patterns, expand pads for bins with additional parking, and separate recycling from trash area. \$7,000 grant funds available.
SW 2	Compactor for Recyclables	2001	B	1	Highway	\$13,000	\$15,000	Easier to handle and sell recyclables. 40% paid by grant funds.
SW 3	Expand facility	2005	C	4	Highway	\$50,000	\$100,000	Permanent facility with less labor, better sorting.
OTHER	River Access							What, if any, capital expense may be incurred by the Town for a river access has not been identified.
OTHER	Community Center							The potential role of the Town in the creation of a Norwich Community Center has not been identified.