

TOWN OF SALEM
Planning and Zoning Commission



MUNICIPAL LAND USE PLAN
2010

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Introduction

The town of Salem, Connecticut reviews and updates its Municipal Land Use Plan every ten years, as a part of the Plan of Conservation and Development. In the fourth quarter of 2009, the Salem Planning and Zoning Commission directed that this work should be done and appointed a committee to conduct the work and make a report. The membership was comprised of the following personnel.

Karen Buckley, Chair	Vice-Chair, Planning and Zoning Commission
Robert Appleby	Member, Recreation Commission
Donald Bourdeau	Public Works Director
Mary Ann Chinatti	Town Planner/ZEO/WEO
James Fogarty	Selectman
Dan Kung	Chair, Board of Education
Kevin Lyden	First Selectman
Gene Maiorano	Chief, Salem Volunteer Fire Department
Hugh McKenney	Chair, Planning and Zoning Commission
James Savalle	Chief, Gardner Lake Volunteer Fire Department

Over the next several months the members conducted physical assessments of municipally-owned properties, interviewed town employees for the functional usefulness of the property in which they work, conducted a site walk of the Gadbois property, met with members of other boards and commissions to assess the future needs of the town, developed recommendations, and drafted this report.

Current Assets

MUNICIPAL LAND

NOTES: The terms “regulated areas” and “development constraints” include: inland wetland soils, 75’ upland review area, Riparian Corridor Overlay Zone, flood zone, open water, and vernal pools. Watercourse area sizes are not included in property descriptions. Stated acreage/square footage of areas is an approximation. Area calculations were done using the Town’s GIS; they have not been field delineated.

Lands located within the State’s Natural Diversity Data Base areas may contain archaeological/archaeologically sensitive areas, and/or endangered species/natural community(ies) and should be referred to the Office of the State Archaeologist for review/comment prior to development/future improvements.

1. Map #6/Lot #4 Boy Scout Camp Woodchuck Road

Property Description:

The parcel is approximately 169,753 sq. ft. (3.897 acres) in area, located on the northerly side of Woodchuck Road approximately 432’ east of its intersection with New London Road (a.k.a. State Route 85). The property is basically triangular in shape and has a relatively gentle slope in a westerly-easterly direction.

Located within the northern reaches of the Niantic River Watershed, the property contains a feeder stream to the Latimer Brook. The stream is bordered on both sides by .92 acres wetland soils and 1.88 acres 75’ wetland upland review area.

Current Use(s):

The property currently has sporadic use by the Boy Scouts; unclear if other similar organizations take advantage of this recreational parcel.

Encumbrances:

The property was deeded to the Town of Salem in 1956 by Florence Mills Rawolle and Charles B. Rawolle, Executors of the will of Frederick C. Rawolle.

The purpose of the conveyance “is to provide the people of the Town of Salem with a recreational area especially suitable for the activities of Boy Scouts and Girl Scouts and similar organizations.”

The Town agreed to a number of conditions which are outlined in the body of the Executor’s Deed (Volume 13/Page 264), including:

- > The tract will never be used as a town dump, or for any commercial purposes.
- > A local organization of the Boy Scouts of America was to be offered the custody and care of the property with the right to erect buildings or other

improvements thereon in keeping with the purpose of the conveyance, and the buildings and improvements were to remain the property of the organization.

- i. As part of that agreement, there was to be an undertaking by the organization to make Woodchuck Road reasonably passable for passenger motor vehicles from New London Road as far as the southeast corner of the parcel.

2. Map #8/Lot #21

Gadbois Parcel

89 Norwich Road

Property Description:

The property, basically rectangular in shape and located on the southerly side of Norwich Road (a.k.a. State Route 82), is approximately 142 acres in area. The large parcel also abuts Forsyth Road to the south.

The lot contains level field areas and varying degrees of slopes, ranging from moderate to significant, particularly around the perimeter of Fraser Brook and extending to the center of the property at its Forsyth Road frontage. Most severe slopes begin approximately 1,000' from the property's Norwich Road frontage, extending approximately 2,406' (slightly less than half a mile) in a NE – SW direction, where gentler sloping begins.

The property, located within the Eightmile River Watershed, contains upland soils and a number of regulated areas, including 1.56 acres of open water, water courses, 11.38 acres wetland soils, 32.71 acres 75' upland review area, and 9.3 acres Riparian Corridor Overlay Zone. The parcel also includes 6.15 acres aquifer soils, and approximately 56.14 acres is located within a State Natural Diversity Data Base area.

Fraser Brook bisects the property in a northeasterly-southwesterly direction. The old Dolbere cemetery is also located on the parcel, on the northeast portion of the Norwich Road frontage.

Current Use(s):

Purchased by the Town in 2005 from Stuart and Judith Gadbois for future municipal uses, the parcel is currently used for recreational purposes. Practice soccer fields are located at the northerly portion of the site, with regulation soccer fields/parking area at the southerly portion.

Residents take advantage of existing trails for walking/hiking, bird watching, and other passive recreational activities.

Encumbrances:

There are no encumbrances associated with this parcel.

parcel, approximately 1,137 sq. ft., is located within a flood zone, and the property is located within the Eightmile River Watershed.

Current Use(s):

The Salem School and associated parking is located at the front (westerly half) of the property; with athletic field and additional parking at the rear (easterly half).

Encumbrances:

The property deed specifies that Bingham Field is designated for recreation and conservation purposes.

6. Map #19/Lot #25 Chyinski Property 210 Hartford Road

Property Description:

The subject parcel, acquired ca 1999, basically rectangular in shape, is approximately 34,412 sq. ft. (.79 acres) in area. It abuts the Old Library property (216 Hartford Road) to the north, and Salem School (200 Hartford Road) to the south.

There are no development constraints on the now vacant parcel. It is located within the Eightmile River Watershed.

Current Uses:

The property is used for additional parking for Salem School.

Encumbrances:

There are no encumbrances associated with this parcel.

7. Map #19/Lot #24 Old Library 216 Hartford Road

Property Description:

The subject parcel is approximately 19,602 sq. ft. (.45 acres) in area, located on the easterly side of Hartford Road (a.k.a. State Route 85). The level property abuts town owned land (210 Hartford Road) at its southerly property boundary and contains no development constraints. The property is located within the Eightmile River Watershed.

Current Use(s):

Current use of the old library structure is as storage for the new library; some of the land to the rear of the building is used as a community garden.

Encumbrances:

The deed to this parcel (V14/P515) from The Salem Library, Inc., to the Town of Salem, stipulates, in part, that the grantor conveyed “the library building and its contents and so much of the land as may be required for library purposes to the said Town for use by the Salem Free Public Library...and to convey the balance of the land to said Town for use by the Salem Board of Education for school and other purposes.”

8. Map #19/Lot #20 Town House (a.k.a. Historical Society) 246 Hartford Road

Property Description:

The subject parcel is approximately 11,326 sq. ft. (.26 acres) in area and is located on the easterly side of Hartford Road (a.k.a. State Route 85), abutting the Salem Grange to the north. Existing structures on the property include the Salem Town House (a.k.a. Historical Society) and a shed.

The 5-sided parcel is approximately 14’ wide at its Hartford Road frontage, widening to 157’ at the rear (easterly) property boundary, and slopes upward from its frontage, in a westerly – easterly direction, leveling off at the building front. There are no development constraints on the site; it is located within the Eightmile River Watershed.

Current Use(s):

The site currently houses the Salem Historical Society.

Encumbrances:

There are no encumbrances associated with this parcel.

9. Salem Green Cemetery

Hartford Rd.

Property Description:

The subject parcel is a rear lot, with its Hartford Road access being a deeded right of way. The predominantly level lot has a very minor slope (approximately 5’ over 173’) spanning the easterly (rear) portion of the property.

Located in the Eightmile River Watershed, regulated area includes .45 acres of 75’ upland review area located at the rear of the parcel.

Current Use(s):

The site is used as a cemetery.

Encumbrances:

There are no encumbrances associated with this parcel.

10. Map #19/Lot #19 Center School (a.k.a. Salem Grange) 250 Hartford Road

Property Description:

The subject parcel, slightly over 21,780 sq. ft. (half an acre) in area, is located on the easterly side of Hartford Road (a.k.a. State Route 85). The Old Salem School is the only structure on the property.

The property shape is that of a “boot”, with the widest portion of the parcel abutting Hartford Road, and the “toe” of the “boot” at the property’s southerly limit. The lot slopes upward from its frontage, in a westerly – easterly direction, and levels off at the building front. There are no development constraints on the property, which is located within the Eightmile River Watershed.

Current Uses:

The existing structure is currently used as a meeting place for various civic, municipal, and scouting organizations.

Encumbrances:

There are no encumbrances associated with this parcel.

11. Map #10/Lot #63 Town Hall & Athletic Fields 270 Hartford Road

Property Description:

The subject parcel is a large corner lot consisting of approximately 73 acres and is located on the easterly side of Hartford Rd. and southerly side of Round Hill Road.

Located within the Eightmile River Watershed, development constraints include 13.47 acres inland wetland soils, 14.66 acres 75’ upland review area, 9.28 acres Riparian Corridor Overlay Zone, and 11.17 acres flood zone. In addition, there is a 30,412 sq. ft. area of aquifer soils located at the property’s northeasterly boundary along Round Hill Road.

There are slight/moderate slopes at the property’s western portion, with more moderate slopes in the eastern sector

Current Use(s):

The property contains the Town Hall office building/associated parking, Salem Free Library/associated parking, Public Works offices/associated parking/garages/salt shed/outside storage, school bus parking area, and recreational facilities/playing fields/tennis and basketball courts/associated parking.

Encumbrances:

State open space grant funds were used for purchase of the portion of the parcel which begins approximately 480' east of its Hartford Road frontage, and encompasses the entire acreage from that point to the property's rear boundary.

The Dedication Agreement (V16/P619) specifies, in part, "...the Town covenants and agrees with the State of Connecticut that said land shall not be conveyed or converted to any use other than recreational or conservation purposes..."
Should the Town wish to develop any portion of the rear-68 acres of the site, the Town must first obtain approval from the State.

12. Map #20/Lot #11 Salem Volunteer Fire Company 424 Hartford Road

Property Description:

Deeded to the Town of Salem by the Salem Volunteer Fire Dept.¹, the parcel is a level lot, approximately .81 acres in area, and located on the easterly side of Hartford Road. Regulated area, located at the rear (easterly) boundary of the parcel, includes 1,591 sq. ft. 75' upland review area.

Current Use(s):

The property houses the Salem Volunteer Fire Department building, parking area, and outbuildings. In addition to Fire Department use, uses include public/club/organization gatherings.

Encumbrances:

There are no encumbrances associated with this parcel.

13. Map #19/Lot #30A Bow Tie Property 10 Music Vale Road

Property Description:

The subject property, approximately 29 acres in area, is located in the Eightmile River Watershed, on the northerly side of Music Vale Road and easterly side of Hartford Road (a.k.a. State Route 85), and abuts the southeasterly and easterly boundaries of Salem School (200 Hartford Road).

Regulated areas on the parcel include 2.15 acres wetland soils, 9.1 acres 75' upland review area, Harris Brook, 5.26 acres Riparian Corridor Overlay Zone, and 4.6 acres flood zone. The southern portion of the parcel is also located within a State Natural Diversity Data Base area.

¹ To date the deed transfer has not been properly recorded. This is regarded as a technicality and a solution is being pursued by the SVFD and the First Selectman.

Current Use(s):

The property is used for passive recreation, such as hiking, etc. A gravel parking lot was approved by the Planning and Zoning Commission in June of 2008, installed, and can accommodate 20 vehicles.

Encumbrances:

The property includes land which was committed for Salem School's use in order to obtain funding from the State Board of Education for construction of the 1995 addition to the school.

14. Map #19/Lot #36

Hilliard Cemetery

86 Music Vale Road

Property Description:

The subject property is approximately .71 acres in area and located on the northerly side of Music Vale Road. It lies within the Eightmile River Watershed, is basically level with minor sloping on the westerly side of the parcel.

The parcel contains 8,857 sq. ft. of land within the State's Natural Diversity Data Base area. There are no regulated areas on the property.

Current Use(s):

Current use of the property is a cemetery.

Encumbrances:

There are no encumbrances associated with this parcel.

15. Map #21/Lot #2

4 Forest Drive

Property Description:

The rectangularly shaped corner lot is approximately .138 acres in area and fronts on both Forest Drive and Old Colchester Road (a.k.a. State Route 354). It is a lightly wooded, vacant parcel.

The property appears to contain a drainage swale along its Forest Drive frontage; there are no regulated areas on the lot.

Current Use(s):

The property is not being used at this time.

Encumbrances:

There are no encumbrances associated with this parcel.

16. Map #21/Lot #3

10 Forest Dr.

Property Description:

The rectangularly shaped lot is approximately .382 acres in area. It is a lightly wooded, vacant parcel.

The westerly portion of the property appears to contain a drainage swale along its frontage; drainage then exits the property and travels east along Forest Dr. to a catch basin at the front of the western portion of 16 Forest Dr.; there are no regulated areas on the lot.

Current Use(s):

The property is not being used at this time.

Encumbrances:

There are no encumbrances associated with this parcel.

17. Map #26/Lot #45

Fieldstone Farms Open Space

110 Stonewall Road

Property Description:

The subject parcel is approximately 18.483 acres in area, located at the westerly limits of the Fieldstone Farms subdivision, and is within the Eightmile River Watershed. Property configuration is that of a boomerang with steep and moderate slopes throughout most of the parcel.

The property was deeded to the Town specifically for open space purposes, as part of the Fieldstone Farms subdivision.

Regulated areas include: 1.74 acres wetland soils, 3.69 acres 75' upland review area, 362 sq. ft. Riparian Corridor Overlay Zone, .37 acres flood zone, 1,699 sq. ft. water/waterbody(ies), and 7,896 sq. ft. of a vernal pool which has its largest area on the abutting property to the west.

Current Use(s):

There are no uses, including trails, established on this parcel; it remains in its natural state.

Encumbrances:

The deed for this property is restricted to open space use(s); it may not be developed.

PRIVATELY OWNED, TOWN-FUNDED PROPERTY

A. Map #12/Lot #30 Gardner Lake Volunteer Fire Company 429 Old Colchester Road

Property Description:

The subject parcel is approximately 43,560 sq. ft. (1 acre) in area and located on the westerly side of Old Colchester Road (a.k.a. State Route 354). A small area (approximately 506 sq. ft.) of 75' upland review area, the property's only development constraint, is located at the property's southwest corner.

Current Use(s):

The property houses the Gardner Lake Volunteer Fire Department building, parking area, helicopter landing pad and outbuildings. In addition to Fire Department use, uses include public/club/organization gatherings.

Encumbrances:

There are no encumbrances associated with this parcel.

MUNICIPAL LAND DEED RESTRICTIONS

Old Library - 216 Hartford Rd.

Conveyed by Hiram Bingham to Salem Library, Inc. (V14/P515), the purpose being “to convey the library building and its contents and so much of the land as may be required for library purposes to said Town for use by Salem Free Public Library and convey the balance of the land to said Town for use by the Salem Board of Education for school and other purposes.

Town Hall Property – 270 Hartford Rd.

Town received a State grant-in-aid for the acquisition of the portion of the parcel which begins approximately 480’ east of its Hartford Road frontage, and encompasses the entire acreage from that point to the property’s rear boundary, said parcel to be used for conservation, recreational and open space purposes.

In consideration of said grant-in-aid, Town covenants and agrees with the State that “said land shall not be conveyed or converted (emphasis added) to any use other than recreational or conservation purposes (as defined in CGS §7-131c [now CGS §7-131d]), except with the approval of State Council on Agriculture and Natural Resources (now DEP) as provided in CGS §7-131i.

Said covenants and agreements shall run with the land in favor of the State and shall be binding upon the Town, its successors and assigns.

Town needed the State’s OK for Public Works construction and use of a portion of the open space area for storage – this was not done. To rectify, the Town will need to “backpedal” into permission, or make a new property purchase to compensate for the acreage (approx. .91 ac.) used for non-recreational/conservation purposes.

Salem Volunteer Fire Company – 424 Hartford Rd.

V8/P600 shows SVFD as the property owner, though the ownership has been transferred to the Town².

SVFD Rights:

- >Construct and maintain septic tank on land of grantor and to lay and maintain a pipeline to said tank;
- >Said septic tank to be located adjacent to the easterly side of the property;
- >Right to lay and maintain a pipeline to the nearest well of the grantor and to take and use water therefrom.

² To date the deed transfer has not been properly recorded. This is regarded as a technicality and a solution is being pursued by the SVFD and the First Selectman.

GRANTOR Rights:

>To use the septic tank at all times.

Woodchuck Rd. (no street #)

Recreational area especially suitable for activities of Boy Scouts and Girl Scouts and similar organizations. Town agreed tract never to be used as a Town dump or for any commercial purposes. Town will offer to a local organization of the Boy Scouts of America the custody and care of said tract with the right to erect buildings or other improvements thereon in keeping with the said purposes, said buildings and improvements to remain the property of said organization, and that it will require as a condition of any agreement with said organization, and undertaking by the organization to make Woodchuck Road reasonably passable for passenger motor vehicles from the Hartford New London Road as far as the southwest corner of said tract.

There is a subsequent custody agreement between the Town and the Boy Scouts of America.

MUNICIPAL BUILDINGS

Salem Town Office Building – 270 Hartford Road

Salem Town Hall is comprised of two (2) buildings. The original, built about 1930, is a two-story colonial style wood frame with a basement. The second is a one-story building, slab-on-grade, joined to the original Town Hall and built at or about 1992.

Salem Town Hall is approximately 8,950 square feet in size and insured for a total of \$1,291,000, representing \$975,000 for the building and \$316,000 for its contents.

The Town Hall is very well utilized, housing the offices of:

First Selectman	Tax Collector
Executive Assistant	Assessor
Town Clerk	Finance office
Treasurer	Probate Court
Building Department	Sanitarian
Fire Marshal	Registrar of Voters
Land Use Commissions: Planning and Zoning, Inland Wetlands/Conservation, Zoning Board of Appeals	Resident State Troopers
Emergency Management	Town Planner/Zoning and Wetlands Enforcement

There are two (2) conference rooms; one with a capacity of 75 people, the smaller with a capacity of 20 people.

Storage is a problem at the Town Hall with both vaults at or near capacity. The town is required to hold many records and paperwork for years, which compounds this problem. Solutions may be an electronic storage system such as Laser Fiche, offsite storage, or a small addition to the Town Office Building.

The HVAC system on the 1992 addition is due for replacement in 2010, which will be paid for by a grant for a more energy efficient system. With enough money left in the grant, the Town may be able to also purchase a more energy efficient furnace to replace the aging unit in the basement of the 1930 section.

The remaining condition of the Town Hall is relatively good, though there are many cosmetic items which need attention. These include painting, floor tiles, Formica counters, and areas of carpeting. The associated expense should be minor.

The exterior parking lot is in poor condition and in need of repaving and grading.

Roofing is a three-tab fiberglass shingle in fair to good condition. Exterior siding is vinyl in good condition except for some minor chips and cracks. Exterior windows are aluminum clad in good condition. There are various trim areas that need minor painting.

Salem Free Public Library

The Salem Free Public Library building located at 264 Hartford Road was constructed in 2004. Located between the Salem Town Office Building and the Salem Congregational Church, it is a handsome addition to the historic center of the town and is fast becoming one of its most beloved facilities. Its 7,000 square feet is a sizeable increase over the Library's previous facility. The current assessment of the building is \$1.6 million. The land on which it is located is part of the larger parcel on which rest several other Town buildings, public work areas, and recreation fields and is not assessed separately for the Library portion.

Often referred to as the "new library" by longer-term residents, it provides traditional library services and hosts a vigorous schedule of cultural and public service programs. Its two meeting rooms, 220 square feet and 550 square feet, are in constant demand for meeting space. Early in 2010 Salem's senior population began meeting there every Tuesday from noon to 4:00 p.m. for a variety of recreational activities. In this sense and others the Library is assuming some of the functions of a community center, and is seen as having potential for even a greater role if space allowed.

Like many of Salem's municipal buildings the Library was built under tight financial constraints with the result that it has no basement and that storage space is limited. The library staff manages this by strenuously weeding the materials they keep; by storing off-season and other material at the old library, and by tolerating a fair amount of inconvenience.

Although the Library is still a very new building it has encountered some problems. The harsh winter of 2009-2010 caused leakage on the side roofs, which has since been repaired. Also, there have been problems with the heating and air-conditioning, telecommunications problems, and power blips. Maintenance of these issues is ongoing.

Center School – 250 Hartford Road (on Salem Green)

Built about 1885, the Center School was one of Salem's eight one-room schools. It served as a schoolhouse until 1940 when the first part of the present Salem School was erected and admitted students. The Salem Grange, after its former meeting place burned down, utilized Center School from 1943 until 1998 when the Grange was dissolved. In 1999 the building was insulated and the propane heater replaced. In 2001, the Salem Lions Club renovated the rear addition (kitchen area) including the floor and exterior walls. A new handicap-accessible bathroom was installed along with some plumbing upgrades. Center School is currently used for meetings/activities by ten or more Salem groups/organizations each year.

Professionally assessed in 2009, the Center School is "generally in good condition"³. Several structural issues, however, will need attention fairly soon. Most important is the "significant deterioration of the stone foundation at the north side of the building". This deterioration is due to the poor "site drainage and seasonal water table issues". While not immediately urgent this should be addressed as soon as possible. In planning to improve drainage and site grading, the septic system should be replaced. Due to freezing of shallow septic pipes in past winters, fill has been added which has worsened site drainage. Of less importance is the recommendation that tolling the school bell not occur until the belfry framing is reinforced. Though not mentioned in

³"Historic Building Study Town House and Center School", Moser Pilon Nelson, Architects, December, 2009

the professional assessment, the utilization of Center School would be much improved by minor repairs to 4-6 windows in the main room, allowing some cross ventilation.

The heating, water supply (common well with the adjacent Town House), and electrical systems are fairly adequate for the functions currently served by Center School. The roof is in good condition and should not require replacement for about 15 years. No parking spaces are available other than along the Town Green driveway.

Salem Town House – 246 Hartford Road (on Salem Green)

Originally erected about 1749 in Norwich, this building was moved to Salem in 1831 and reconstructed. Initially a church, in 1843 it was sold to the Town of Salem and utilized for town meetings and gatherings until the late 1950s. In 1969, the Salem Historical Society was formed, and was allowed to lease the building for its collection of artifacts and for meetings.

Professionally assessed in 2009, the Town House was found to be “in satisfactory structural condition”⁴. Some serious structural problems, requiring fairly immediate attention, were noted. The roof is in very poor condition and needs to be replaced (both deteriorated decking and shingles). The site needs to be regraded to direct drainage away from the building. The floor supports need to be reinforced in the northeast quadrant. The Plexiglas covers of the exterior windows need to be replaced as necessary, and the building needs painting, (both inside and out).

This Town House has no heating system and is closed during the winter. It shares a well with the adjacent Center School. An addition on the easterly side affords a storage room, a very small kitchenette and a bathroom. The electrical service system and the septic system are adequate for the minimal use of the structure. There is no parking other than alongside the Salem Green driveway.

(Old) Salem Free Public Library – 216 Hartford Road

On land donated by Hiram Bingham, III, and with contributed private funds (most from Mrs. Alfred Mitchell), a library was constructed in 1928 by Salem Library Incorporated. The building is aesthetically pleasing with two matched fire places and a vaulted ceiling, but consists of only one room (about 680 sq. feet), and a partially finished basement of the same size. Deeded to the Town in 1962, this structure continued to serve as Salem’s library until the new Library was opened in 2004 (76 years in all).

The old Library building is currently utilized for book storage by the Friends of the Library. Its utilization is controlled by Salem's Library Board with some restrictions. The 1962 deed from the private entity, Salem Library Incorporated, to the Town of Salem included the provision that: "The purpose of this deed is to convey the library building and its contents and so much of the land as may be required for library purposes to the said town for use by the Salem Free Public Library established by town ordinance enacted March 3, 1962, and to convey the balance of the land to said Town for use by the Salem Board of Education for school and other purposes." The 1962 Salem Ordinance indicates that the Board of Selectmen will determine the amount of land required for use by "such library". The "balance of the land", about three acres, is commonly

⁴"Historic Building Study Town House and Center School", Moser Pilon Nelson, Architects, December, 2009

known as Bingham Field and has been utilized for many years as a recreation field controlled by the Board of Education. In 1982 improvements to this property were accomplished with Connecticut Open Space Development funds. In this contract, Salem agreed not to "convey or convert" this parcel "to any use other than recreation or conservation purposes" without the approval of the Commissioner of Environmental Protection.

Structurally, the old Salem Library building is in good condition. It has vinyl siding and was re-roofed about five years ago. Though heated throughout the winter, its water system is turned off and its only toilet (located in the basement) has been problematic/dysfunctional for several years. Today the structure occupies a one acre parcel which includes a parking lot for about eight vehicles and, since 2008, a dozen community garden plots. The condition of its well and septic system are not known. Sadly, though very attractive, this historic edifice is not functional without major renovations.

Gardner Lake Fire House

The Gardner Lake Volunteer Fire Company, Inc. Station 27, established in 1956 is located at 429 Old Colchester Road, also known as Route 354 in the Town of Salem. Constructed of concrete masonry block and wood truss, it was built by farmers, business men, and career trades personnel from Salem, Colchester, Bozrah and Montville and continues to be served by members of the same towns.

Its 9,762 square foot facility houses emergency Fire Apparatus, Rescue, and Ambulance. In addition Station 27 serves as an Emergency Shelter during man-made and environmental emergencies. Its second floor serves its members and the public for continuing education in CPR and AED training. Firefighters and EMS personnel strive to maintain their monthly in-service training for their licenses and qualifications in life saving efforts.

The training room additionally serves as a meeting room for the GLVFC Board of Directors, Company Meetings, Committee Meetings, Boy Scouts, Girl Scouts, Venture Group, Cub Scouts, Senior Citizens, Democratic and Republican Town Committees and other civic organizations.

The Community Hall, which seats 200, has continually served the Town of Salem for Annual Meetings, Budget Hearings, Town Meetings, Unsung Heroes, Planning and Zoning and Wetlands Commissions Workshops and Seminars. Other uses include the Gardner Lake Authority, DEP Boating Safety Classes, Open Space and Eight Mile River Watershed Meetings, Boy Scouts Court of Honor, Recreation Commission workshops and exercise programs, auctions, fundraising, benefit dinners and funeral receptions.

An additional 12 foot by 52 foot area is planned by the membership for the southwest portion of the engine bay. It will safely house ambulance, boat and service trucks and allow members to walk between the apparatus on the engine bay floor without stacking equipment.

The insulated engine bay doors and thermal pane windows were replaced by the company in 1986, are regularly maintained and are in good condition. The 1986 heating system for the Community Hall is continually maintained and is in fair to good condition. The station roof was replaced in 2006 and is in good condition. The Community Hall hard wood floor is original and has been maintained since 1956. Its present condition is poor to fair as only light maintenance can be performed. Over the years sanding and finishing have decreased the floor's thickness to the nail line in many areas. Replacement is needed in the near future. The parking lot's base is

gravel fill and has migrated into its original silt base. The parking lot's asphalt-like surface is made up of oil, sand and stone. Frost heaves and soil conditions have allowed for ponding conditions and icing in the winter months. Continued oiling of the parking lot appears to have prolonged the safety issue. Pervious concrete surfaces are being considered.

Salem Volunteer Fire Company

Established in 1943, incorporated in 1944, The Salem Volunteer Fire Company was started by a group of Salem residents who saw the need for a Town Fire Department. With no money except donations they purchased a 1938 Chevrolet with a wooden tank and used a small barn owned by Charles Dimmock, the first Fire Chief, to house the truck. The Smuckler family donated a piece of property, approximately 1 acre on Route 85, also known as Hartford Road, for the building of a fire station. A group of Volunteers signed a mortgage to get the money to build a building. The building was a two-bay concrete block building—one side housed one fire truck and the other side was used for a meeting place.

In 1974 the need had grown for a bigger building so an addition was built to be able to keep more fire apparatus and a meeting room large enough to hold fund raising dinners and dances. The size of the lot was not wide enough so the only way the addition could be built was to make the building longer. Because of this configuration the trucks had to be driven in and backed out.

In 1989, the current facility was approved for a cost of \$335,000. Once again the cost was kept down with Volunteers doing a majority of the work. They used the Town's dump trucks and pay loader, Larry Getty donated his excavation equipment, Morton Builders constructed the new building, and the old building was removed. The current fire station has 6 bays and a kitchen area with a small meeting room and office space. The meeting room is currently used for training and meetings. The Salem Seniors, Salem Lions Club, Salem VFW, Salem Youth Baseball and Soccer organizations also use the facility.

The building is a wood framed, metal exterior building with a trussed roof. The office and meeting room area is air conditioned and heated by LP gas. The engine bay area is heated also with LP gas. There is an automatic-start backup emergency generator that will power the whole station in the event of a power outage. The parking lot is paved all the way around the building. The leaching field and septic system are located in the front of the building and the well is located in the back of the station. The engine room area is 4,128 square feet and the meeting room/office area is 3,618 square feet giving a total of 7,746 square feet. The exterior and roof are metal, which is in excellent condition with no need of any repairs or updates. Some of the interior rooms have been painted, updated and refurbished by the members with plans to continue updating in the next couple of years as necessary. The costs for the refurbishing have been kept to a minimum because most of the work has been done by the Volunteer members. The water heater is scheduled for replacement in the 2010-2011 budget.

The fire station is insured for \$742, 410, "guaranteed replacement cost." This figure does not include the fire, EMS equipment or station contents. These items have a separate replacement cost.

Currently, we are experiencing a storage problem at the Station. A solution would be to build on to the existing building or construct an out building.

Salem Recreation Commission

Current recreation structures consist of two buildings. One is a 28 ft x 32 ft cinderblock-constructed storage/concession building located at 270 Hartford Road (a.k.a. Round Hill Road fields), behind the Salem Town Office Building. The other is a 12 ft x 20 ft "Carefree Building"-style (painted plywood, drop-in-place) storage shed located on the Forsyth Road recreation fields on the Town-owned property commonly known as "The Gadbois Property."

Two problems exist with the building at 270 Hartford Rd. The first is the building's location in relation to the driveway and parking lot. Pedestrians who need to use the building's storage area, bathrooms, or concessions must walk across the parking lot and then across the only drivable entrance to the site. The second is the size of the building. The recreation area at this site has doubled in size with the construction of new fields, tennis, and basketball courts, and this building is barely adequate for storage of the recreation equipment.

Many needs will have to be addressed at the Forsyth Road Recreation Fields in the near future. As this site is used more and more there will be a need for additional parking, septic, potable water, electricity, and also a storage/concession building with bathrooms. Also on the plan is a pavilion and the creation of playscapes and additional recreation areas (possible volleyball, horseshoe pits, etc). The Recreation Commission submitted a detailed building plan that was accepted by the town of Salem addressing many of these needs. Financing of these projects will be needed.

Public Works Office and Mechanic Shop – 270 Hartford Road

This structure is a metal (Morton) building composed of two parts. In 1987 a 30' x 60' building was erected for use as the Public Works repair shop. In 1993 a 30' x 30' addition was completed to serve as the Public Works office (including an area for lunch/meetings, two offices, a bathroom with shower, toilet, a first aid eye wash station, etc.).

The general condition of this building is good. Its roof is expected to last for 40-50 years. It has a heating system (no AC) that is in good working condition and should last another ten years. The electrical system is in good repair, but is at its AMP capacity. While the current system will last as long as the building, an upgraded service in 4-6 years may be needed. If normal electrical power is lost, an auxiliary propane generator is in place and functional. The source of potable water in this building is the same well that serves the TOB. As in the TOB, bottled water is used for drinking, coffee, etc.

The Public Works Office has 2-5 parking spots in fair condition.

Public Works Old Four-Bay Garage – 270 Hartford Road

One of the oldest buildings utilized by Public Works, this structure was part of the property when the land and buildings were purchased from Alfred Bingham in 1976. The house on the same property, which was utilized as Salem's first Town Hall, dates from 1818.

The Old Four-Bay Garage is a 3,840-square-foot, 60' x 32', two-story, wooden frame building. Built as a barn and/or chicken coop, it now provides storage and garage space for Public Works. In 1999 the structure was improved to increase the weight which can be carried by the

second floor, and an overhead door was installed to improve loading/unloading of second-story materials and equipment. The east side of the structure was also vinyl-sided.

The structure is sound. The roof is expected to last another 15 years. This building has no heating or plumbing system, but the electrical service is very good. In addition to basic lights and outlets on the first floor, it houses the TOB's emergency propane generator (tested weekly), and the control panel for the nearby diesel and gasoline fuel tanks/pumps.

As with any building in use for over a hundred years, routine maintenance and painting are ongoing needs. There are no parking slots connected to this building; the macadam roadway in this area is in fair condition, with a life expectancy of 2-5 years.

Public Works Three-Bay Garage – 270 Hartford Road

The wood-framed Three-Bay Garage existed, along with the house and Old Four-Bay Garage, when the first Town Hall was purchased in 1976. A 30' x 60' structure, it provides 1800 square feet of covered space. Probably 80 to 100 years old, it was insulated, re-roofed, and vinyl-sided in the mid-1990s. The building is in generally good condition. The roof is expected to last another 15 to 20 years. There is no heating system or water. The building is utilized primarily as a garage for larger Public Works trucks. Its basic electrical service for lights and outlets is in good condition and serves the needs of this structure. There are no designated parking areas near this building.

Public Works New Four-Bay Garage – 270 Hartford Road

An insulated metal structure, the 66' x 40' New Four-Bay Garage was erected in 1998. It has three conventional bays for Public Works trucks and, at a lower level, one bay large enough to admit Salem's largest fire truck. This bay serves as the Mechanics station when working on one of the larger Town vehicles.

The life expectancy of this building and its roof is about 50 years. The structure is heated (no AC), and this system is functioning well. The electrical service is adequate for the needs of the building, but no additional power is available from the current electrical service. (See Public Works Office and Mechanic Shop).

The New Four-Bay Garage has limited water and compressed air systems in its largest bay for use when repairing and cleaning vehicles. There is no parking area associated with this building.

Public Works Salt Shed – 270 Hartford Road

The Salt Shed, erected in 1989, is a wooden 42' x 83' structure providing 3,486 square feet of covered storage space for winter road salt/sand mixtures. While the building is sound, it needs a new roof within a year or two, and its large doors, damaged by wind and use, must be replaced very soon, perhaps by an overhead door. The building has no heat or plumbing systems. Its electrical service is adequate for its use and in good repair; it should be adequate for the life of the Salt Shed. The building requires painting in the very near future.

Public Works Storage Sheds – 270 Hartford Road

Public Works currently has three sheds/containers for equipment and material storage at its 270 Hartford Road complex.

- 1) Behind (north of) the Three-Bay Garage is a 10' x 12' Carefree shed which was purchased in 1995. It has no heating, plumbing, or electrical service systems. In good repair, it is expected to remain sound. The roof should last for 10 years. The entire structure should last some 25 to 30 years. This shed was obtained to house the supply of Salem garbage bags.
- 2) Between the Three-Bay Garage and the New Four-Bay Garage is an 8' x 40' box container which is used to store Public Works materials and equipment. It has no heat, lights, etc. and is in fair to good condition.
- 3) Adjacent to the Salt Shed (south side) is a wood 12' x 18' shed used for equipment storage. In need of paint, it appears to be in fair condition, and should last at least another ten years.

Salem Landfill/Transfer Station – 189 Rattlesnake Ledge Road

Located on a total of about 12 acres of land, the Town's landfill grew with Salem's population. Started in 1949, the solid refuse landfill had reached nearly two acres before it was closed and capped in 1993. The section of the landfill allocated for demolition waste (about 1.75 acres) has remained open, but its useful life will probably end during the next decade. The CT Department of Environmental Protection (DEP) regulates the use of the landfill and, since 1993, the transfer station.

Today, the transfer station meets DEP's operational requirements. Covered, 30 cu. yd. roll-off containers are in place for paper; glass, plastic, "tin" bottles/cans; metal items; bulky waste; and demolition waste (which is later transferred to the onsite landfill for this type of material). Single stream recycling has just become available and residents are adapting to the change. Two 40 cu. yd. roll-off containers are stationed with the compactors for solid refuse and cardboard. To operate the compactors, the facility has a 200-amp, three-phase electrical service.

In addition to a small 10 x 14 foot "office" shed, there are closed or protected areas for various types of waste. The largest shed (20 x 12) protects used oil, discarded lead acid batteries and used antifreeze from wind and rain. A 10 x 6 foot shed is dedicated to fluorescent bulbs, and there are two 20 x 8 foot containers for used tires and discarded electronics, respectively. Another shed with electric service serves as an eye wash station (for safety), and has toilet facilities. A small septic tank and leach field are in place. An uncovered, 1000 sq. ft., area is fenced in to contain freezers, air conditioners, etc. which must have any CFE gases properly removed prior to recycling.

In 2009, protective roofing was installed over five roll-off container stations, and the facility's road surface was improved. At the present time, the facility is in good workable condition and is serving the needs of the town.

Salem School

The Salem School building currently houses the District level Administrative Offices, a PreK - 4 Elementary School and a 5-8 Middle School. It was first constructed in 1940. A series of additions were constructed in 1956, 1963, 1973, 1988, and 1994 resulting in a facility with a total gross square footage of approximately 102,000 square feet. The school sits on 22.63 acres located at 200 Hartford Road.

The 1940-1973 areas are in need of renovations; the systems infrastructure is poor, inconsistent and unequal to the 1994 areas. The 1988 portion is similar to 1994, although due to its integrated nature with earlier construction it would be part of a more extensive project due to renovation work. The 1994 portion is in good to excellent condition, with little work required. Considering the various ages of construction, the building is overall a well-maintained facility.

The configuration of the series of additions to the building over time, which were designed to be responsive to the increased enrollment as well as the elements of the site, resulted in a building footprint that is cumbersome with a high ratio of gross square footage (entire facility wall-to-wall) to the net square footage (program space). For Salem, based on the detailed data provided in the Salem School Facility Assessment completed by Moser, Pilon, and Nelson Architects, published March 26, 2007, the gross square footage is estimated at 158% of the total net program area. The typical range of gross to net is between 135% and 145%.

In the last decade, the School has operated with a population of up to approximately 600 students. The PK-8 student population has declined in recent years, and New England School Development Council (NESDEC) projections through 2020 predict the PK-8 population stabilizing between 432-470 students. The NESDEC reports are on file in the Superintendent's Office.

In addition to housing the school, the facility serves as a community center in several ways. The demand by recreational adult and youth sports teams for use of the high school sized gymnasium exceeds its availability. The scouting groups use the building for after-school meetings and large-scale events such as the Pine Wood Derby. Community events such as the annual used book sale run by Friends of the Library also take place at the school. In addition to providing a home for Board of Education meetings, the building has recently been equipped to webcast Town meetings such as the Public Hearing for the budget. The school grounds are also a site for community activities that include organized sporting events, informal family visits to the play area and community members walking the track. The school is also an identified emergency shelter.

Needs and Issues

The "Needs and Issues" section of the Municipal Land Use Plan enumerates needs, issues, and desires that were highlighted by Town employees and officials. Some, but not all, received recommendations for solutions in the following "Recommendations" section. Items omitted from the recommendations had merit, but were excluded for a variety of reasons. Some were tactical rather than strategic and so belonged with the Selectmen, some were too small, some were not doable, some were too expensive to contemplate during a severe economic recession.

All are included here as a matter of historical record.

SERVICES

PUBLIC SAFETY

The properties occupied by Salem's two fire companies are in good condition, receive regular maintenance, and with continued maintenance will be adequate for twenty or more years. But each has issues which should be addressed.

The Gardner Lake Fire Company is as of this report solving their storage problem by making a small addition at the rear of their garage. But their parking lot needs resurfacing and the hardwood floor in their community hall has been in use for many years and is wearing thin. That floor will need replacement in the next several years.

Each fire company has an ownership issue which needs resolution. Some years ago the SVFC granted ownership of its property to the Town of Salem, but the deed was not officially recorded. This is an open item requiring resolution. The Gardner Lake Fire Company holds title to its property and building and handles most of its own maintenance, but the Town also spends Town funds for operational maintenance. It would be prudent for the Town and the Fire Company to discuss the issue of ownership of the facility in the event the Fire Company ever ceases to use it.

There is a safety issue with regard to the movement of pedestrians between Salem School and the Town buildings. In the event of emergency, occupants of Salem School must evacuate the building and walk to designated shelters among the Route 85 structures. There are no sidewalks on which to do that, and in inclement weather alternative paths cannot be used. Currently the police close off that section of Route 85 when evacuation drills are scheduled, but doing so might not be possible in the event of a real emergency.

The resident troopers' office identified no deficiencies with their facilities.

ADMINISTRATION

Issues identified for the Town Office Building (TOB) fall into three categories: Storage Space, Office Space, and Meeting Rooms.

Storage Space

Insufficient storage space is a universal cry heard among those employed in the Town Office Building (TOB). The original building is a house converted to office use and the newer addition was built under extreme pressure to contain costs. The basement and second floor of the house/old section are unusable for storage and the addition has neither basement nor second floor. There is one small supply closet and one utility room. Office floor space is also limited so that even the ability to add office furniture for storage is limited. There is the occasional use of cardboard boxes for storage.

The Town's original vault, located at the back of the house/old section, remains as a universal storage area, used by multiple departments. It is a useful space but is rather disorganized and appears to be overflowing. Most employees feel the organization could be improved if time and effort were expended to do so. There has been discussion of storing some information on Laser fiche and moving hard copies to another location to cut down on the amount of paper on hand. Some employees who use the old vault for storage worry that their data is not secure because so many different users go in and out of the vault, and would prefer to be able to lock up their files in their own offices. A possible solution would be to assign specific lockable cabinets by department in the old vault space.

Another possibility would be to make the second floor of the old section useable and accessible for storage use.

Office Space

Most of the departments could benefit from more office space, but in most cases the staff are finding ways to get the job done and will be able to continue doing so for the foreseeable future. The Town Clerk's view is that the official vault in the new section has room to accommodate a few more years' growth. Some materials are stored there that are not required to be kept in a vault and those could be moved out to provide still more space. However, this would only be possible if storage pressures elsewhere were alleviated.

There are a few problems that require attention:

- > The Town Clerk has space for only one computer search station, which often leaves members of the public waiting a significant time.
- > Of the offices in the old section, only the Building Assistant's office is considered adequate for its assigned use.
- > The Building Official and Sanitarian share an office but have no privacy from one another, a real issue for the Sanitarian, who needs to have confidential meetings with clients. Additionally there is only one computer and its screen can be seen by anyone else in the room.

- > The Town Planner's office is too small and does not contain any desk or table large enough for reviewing large maps.
- > Access to the Fire Marshal's and Assistant Fire Marshal's offices is either through a conference room or through the Town Planner's office.

An addition to the building could alleviate these issues.

Meeting Rooms

Currently there are two meeting rooms in the TOB, Conference Room 1, used for Board and Commission meetings, and Conference Room 2, at the opposite end of the building. While there are times during the day and week when no conference rooms are in use, there are other times when there are not enough rooms. Conference Room 2 sometimes houses multiple meetings at the same time, particularly on Monday and Thursday evenings when the Building Department holds office hours.

Town staff also identified the need for a small room where confidential meetings can be held in private. Six different departments cited this need—Sanitarian (health-related), ZEO (compliance), Fire Marshal (counseling of families/minors), Tax Collector (payment issues), Tax Assessor (property values), and Social Services (needy families).

Conference Room 1 is marginally too small to meet state space requirements for election stations, but is probably adequate for the foreseeable future.

Employees also expressed a desire to have a common room where they could eat lunch and take breaks away from their desks.

EDUCATION

The condition of the Salem School complex varies significantly by section of the building and there are some major maintenance/refurbishing issues which have been delayed by recent efforts to plan for a renovation project. These efforts have not yet resulted in acceptance and approval by the Town.

Some critical improvements need to be addressed in the next 2-4 years. Assessed in 2006, the roofs of the 1956, 1963, 1973, and 1988 additions need to be replaced. The 1940 and 1994 additions need only minor repairs. The heating system needs significant improvements. Two heating boilers were added in 1994, but they heat only the 1994 addition. Two 25+ year old boilers heat the rest of the school and have been problematic for many years. Unfortunately, these boilers do not heat the same areas. One heats, primarily, the 1940, 1956 and 1988 additions, while the second heats, primarily, the 1963 and 1973 additions. Two new heating boilers are required, along with the necessary circulators, tanks and piping allowing them to function in a "lead/lag" fashion to heat all but the 1994 addition.

Another issue needing attention is the electrical system. According to CL&P, Salem School has a 400-Amp, three-phase service. This should provide enough power to serve the facility, but there have been reports of insufficient electrical power at times. With the

addition of servers, networked computers, smart boards, etc., more demands have been made in recent years. A review of each panel and circuit is warranted to determine what is needed to balance current load needs.

To provide for additional parking, the Town-owned "Chyinski property" is now being used. If the Chyinski lot were ever paved, considerable drainage work would be needed.

The Appendix contains a summary of the status of the Salem School facility and grounds. Moser, Pilon, and Nelson Architects completed this assessment at the request of the Salem Board of Education. For more details regarding these items please refer to the Facility Assessment for Salem School, dated March 12, 2007, which is on file in the Superintendent's Office.

At the time of this report the Board of Selectmen had established a new Salem School Building Committee and tasked them with reviewing the previous Building Committee proposal, Board of Education Specifications, and other options and recommending a less costly alternative for repairs to and/or renovation of Salem School. They are to report their recommendations to the Board of Selectmen on October 5, 2010.

RECREATION

General

The Recreation Commission cites the need for more storage space, both for recreation equipment and for the equipment used to maintain its properties.

Round Hill Road Fields

The concession stand has two problems—its generally inadequate facilities, and its location in relation to the parking lot. It would be beneficial to reconfigure the design of the driveway and parking lot so that pedestrians would not need to cross a busy parking lot in order to reach the concession stand.

When parking in this lot is insufficient the TOB lot can be used for overflow, but it would be helpful to drivers if there were signs informing them of that fact. In the same vein, school buses parked at the TOB occupy space that is needed for recreation events. Also, walking from the TOB lot to the recreation fields is treacherous; a pedestrian path connecting the two would be beneficial.

The Gadbois Property

The six-plus acres on the Forsyth Road (southerly) side of the Gadbois Property has been designated for recreation. The Recreation Commission has established, and received Town approval for, a plan for the use of this property over the next ten years. The Town will be well served by continuing the execution of this plan.

Multi-Purpose Paths

A multi-purpose path is currently being constructed between Music Vale and Round Hill Roads with a spur for the school. The Recreation Commission has long range plans to

connect the current path to the Town-owned Gadbois Property which will consist of a loop around the property.

There is also a plan to connect the Town paths to the Route 11 Greenway bike path when the Route 11 Greenway is completed.

As a matter of policy, Town roads should be assessed as they are scheduled to be repaved for the viability of widening to accommodate a bike lane.

Seniors/Community

There is no designated facility for Adult or Senior Adult Recreation. Recent progress has been made by providing time for Seniors one afternoon each week at the Library building. Various groups make use of the Fire Houses, Salem School, and other Town buildings for scouting and recreational activities. But Salem does not have a Community Center that could fulfill these needs. Construction of a multi-purpose Community Center should be considered.

PUBLIC WORKS

The Public Works Department has outgrown its garage space and is storing some of its equipment out-of-doors. Further, there is no more land at its current location on which to build more garages, since the remaining land in the immediate area is restricted by deed to open space/recreational use. Indeed, one of the garages already slightly overlaps the restricted land.

The Public Works Department would like to have an overhead crane for automotive repair work, and the Old Four-Bay Garage needs cosmetic work.

LIBRARY

The Salem Free Public Library is still a relatively new building in good condition. The Town must keep the building in good repair to preserve this important asset.

OTHER ASSETS

GADBOIS PROPERTY

In 2005, to provide for its future needs, the Town purchased the Gadbois Property, a 142-acre parcel between Route 82 and Forsyth Road. Possible uses suggested for the property at that time were a school, recreation, a safety complex, and other things. Since that time the Recreation Commission has constructed recreation fields on the *six-plus-acre* Forsyth Road section and has plans for further development. But there has been no official development for the remainder of the property.

The Municipal Land Use Plan Committee recommends that Salem should have both short-term and long-term plans for the property. Short-term initiatives should include ways in which Town residents can make use of the land now, such as building a pavilion

for picnics, summer recreation programs, and farmers markets. Long-term plans should include reserving space for future construction of, for example, a safety complex/central fire house when the current houses are no longer adequate, municipal offices, and/or a community/senior/recreation center.

CENTER SCHOOL

The Center School site needs regrading, the bracing of the bell supports need repair, and the septic system needs to be addressed. Also, the building needs the repair of 4-6 windows in the main room to allow for cross-ventilation.

SALEM TOWN HOUSE (HISTORICAL SOCIETY)

The Salem Town House is in need of major repairs: a new roof, site regrading to direct drainage away from the building, reinforcement of floor supports in the northeast quadrant, replacement of some Plexiglas window covers, and repainting of the interior and exterior.

OLD LIBRARY

The Old Library presents a unique dilemma. It was donated to the Town as a library. Functionally it has now been replaced as the Town's library by the new facility at 216 Hartford Road. The need here is two-fold—first to decide how the building can and should be used, and second, if appropriate, to make repairs and enhancements to make that possible.

OTHER ISSUES

MAINTENANCE

At least one former First Selectman opined that the Town's approach to building repair and maintenance is reactive rather than proactive. The Town should consider doing periodic reviews of all properties in order to provide for preventative maintenance before major problems develop.

ECONOMIC DEVELOPMENT

Many Salem residents would like to attract more commercial enterprises to town and shift some of the tax burden from the residential property base to the business/industrial base. Salem, however, is not very attractive to business ventures for a number of reasons. While the Town is well located between Hartford and Long Island Sound, the travel routes south from Salem are increasingly more congested each year. Also, there are few areas in Town zoned for commercial/industrial activities. None of these areas offer community water and/or sewer services, and few offer three-phase electrical power.

- > A limited but targeted installation of water and sewer services, for example, at Salem

Four Corners might help lure some desirable enterprises to Salem.

- > Salem has three-phase electrical power service in four areas:
 - 1) along Route 85 from Colchester to the Montville town line,
 - 2) along Route 82 from the Montville town line extending to the House of Doors business east of Route 11,
 - 3) along Route 354 from Route 82 to Rattlesnake Ledge Road, and
 - 4) on Rattlesnake Ledge Road from Route 354 to Route 85.

Ironically, the only Town road with this service is zoned entirely as Residential, and the largest Industrial zone (adjacent to Route 11 off Witch Meadow Road) has only single-phase service. To attract more commercial enterprises to Salem, it may be necessary to consider municipally-funded utility service improvements.

Recommendations

ITEMS CURRENTLY IN PROGRESS

In the course of the project to define the new Municipal Land Use Plan (MLUP), a number of items were found to be under way or were initiated because of the project. They are listed below, either as a part of the MLUP or with the endorsement of the MLUP.

Multi-Purpose Paths

The Recreation Commission is currently constructing a multipurpose path between Music Vale Road and Round Hill Road with a spur for the school. Future additional path construction is contemplated by the Recreation Commission and is supported by the MLUP when it can be done in a manner which is affordable to the Town.

Salem School

At the time of this report, the Board of Selectmen had established a new Salem School Building Committee and tasked them with reviewing the previous Building Committee proposal, Board of Education Specifications, and other options, recommending a less costly alternative for repairs to and/or renovation of Salem School. They are to report their recommendations to the Board of Selectmen on October 5, 2010.

Sidewalk

Early in the project we were informed of the need for a sidewalk between Salem School and the Salem Library to facilitate evacuation of the school in emergencies and to allow the schoolchildren to walk to the library as a part of their school life. The Selectmen have found financing for and have scheduled construction of such a sidewalk.

Gadbois Parcel/Area Three

When the Town purchased the Gadbois property in 2005, Area Three, the southwest corner of the property, was identified for construction of play fields for sports and other activities.¹ The Recreation Commission has constructed such fields there and has developed a Ten-Year Plan, endorsed by the Planning and Zoning Commission, for further development.

Salem Volunteer Fire Company Space

Storage space is at a premium at the SVFC. During this project they solved their storage issues through the purchase of an all-terrain vehicle, which freed up space in the storage shed.

¹ Recommendations of Gadbois Land Use Committee, 2005

Gardner Lake Fire Company Ownership

The property operated by the GLFC is owned by the company and not by the Town, but Town money is expended to help with its upkeep. Given the Town's investment, the question arose of future ownership of the property should the GLFC cease to occupy it. GLFC leadership is meeting with the Selectmen to resolve the question.

Salem Volunteer Fire Company Deed

SVFC leadership is working with the Selectmen to have the deed recorded properly.

NEW RECOMMENDATIONS

GADBOIS PROPERTY

Since its purchase by the Town in 2005, only Area Three, the six-plus acres on the Forsyth Road (southerly) side, has been formally developed. (See above, "Items in Progress".) The remaining Areas One, Two, and Four are used for passive recreation. We recommend that the following actions be taken:

The Board of Selectmen, under the leadership of the First Selectman, oversees the use of the property.

Rules, policies, and procedures for the use of the property should be specified.

All Salem taxpayers and residents should be able to enjoy its use, but should do so in a way that preserves the property in its pristine condition. As was specifically stated in the original Recommendation document, neither hunting nor the use of motorized vehicles should be allowed there.⁵

The property should be preserved for its original purpose—to provide for the future needs of the Town of Salem.

The future needs of the Town, such as a public safety complex and "major municipal projects such as a school" were specifically mentioned in the original Recommendation⁶ document. Community needs are currently met only with difficulty through the use of the Firehouses, Library, Center School, Salem School, and to some extent the Salem Congregational Church facilities. In the near future a new Community Center should be considered and the Gadbois property is the logical place on which to locate it.

Any other facilities or structures erected there should be considered semi-permanent, to be removed when the need for a major municipal project asserts itself.

PUBLIC WORKS

Set up a Project Committee to assess space utilization issues in the Public Works Department and find solutions.

The Public Works Department's garages are fully occupied and there is no additional land at the current location on which to build an additional facility. Some equipment is now stored out-of-doors. It has been suggested that the Town acquire land or reallocate existing land on which to build an additional Public Works garage or storage facility. First a thorough review of utilization of Public Works trucks and equipment is needed.

⁵ Recommendations of Gadbois Land Use Committee, 2005

⁶ Recommendations of Gadbois Land Use Committee, 2005

PRESERVATION OF ASSETS

Be proactive rather than reactive with regard to maintenance issues.

Some former Selectmen shared the opinion that the Town has sometimes deferred obvious maintenance problems to a point where they were more expensive to fix than they would have been if handled in a preventative fashion. A five-year maintenance plan should be established and reviewed annually.

Complete recommended repairs and upgrades to the Center School and Town House properties.

Both of these historic buildings were professionally assessed in 2009, and recommendations were made that would keep them sound and usable for the foreseeable future. The recommendations should be completed, even if it is necessary to do so in stages over the next few years in order to do them affordably.

Catch up on maintenance that has been deferred too long.

The Board of Selectmen is encouraged to bring all municipal properties up to proper maintenance standards. Some examples that have been cited in the course of this study include cosmetic work to the Public Works Old Four-Bay Garage and resurfacing of the GLFD parking lot.

Replace the hardwood floor in the Gardner Lake Firehouse meeting hall.

This should be placed on the Ten-Year Capital Plan.

ADMINISTRATION

The Town Office Building (TOB) is tight on office, storage, and meeting space, and the employees who work there sometimes find it difficult to get the job done without impacting the public they serve. There are some things management can do to mitigate the difficulties.

Examine the current use of TOB space and reallocate space when the Probate Court moves out of the building on January 5, 2011.

Reorganize the way the "old vault" is used.

Multiple departments use the old vault as a primary storage location. Over time it has become overcrowded, disorganized, distrusted as a secure site, and prone to departmental parochialism. Management can lead a cleanup, explore more compact media (e.g. Laser fiche), acquire lockable furniture, resolve territorial differences, and establish better policies.

LIBRARIES

Form a task force to study and recommend how the old library building can and should be used and, if appropriate, what repairs and enhancements are needed to make that possible.

The new Salem Free Public Library is a jewel at the center of our Town, both culturally and symbolically. We need to keep it in good repair so that it may be enjoyed for generations to come.

The "old" library at 216 Hartford Road is used as an auxiliary building by the Friends of the Library. It was originally designated for use as a library, but now that there is a new library, the question arises whether the old library building could be used for some other purpose. Given the tightness of space at the TOB, relocating some function—for example, the police department—out of the TOB to the old library building could greatly enhance the use of the TOB.

RECREATION

Solve the safety and parking issues associated with the fields on Round Hill Road.

The flow of pedestrian traffic versus the layout of the driveway and parking lot is a safety issue. The Recreation Commission has created a redesign of the driveway and parking area and will move forward with a site plan application. Its funding and implementation should receive a high priority.

Create bicycle lanes on Town roads when possible.

Creating bicycle paths on town roads would enhance the quality of life for Town residents. Recognizing that this would not be possible in every case, we recommend a policy by which Town roads be assessed as they are scheduled for repaving for the feasibility of widening them to accommodate a bicycle lane.

EDUCATION

The location of Salem School will remain on Hartford Road and, to allow for possible future needs, space for a new school is reserved on the Gadbois Property.

There is currently a Building Committee examining the needs of the Salem School. There will be other significant efforts toward that end which will receive attention and oversight from the Town government. Therefore the Municipal Land Use Plan makes no further recommendation in this regard.

GENERAL

A Special Events policy should be developed for the use of Town-owned property.

The Special Events policy should set up procedures for obtaining permission for such events and should outline the proper ways in which the property may be used.

The Board of Selectmen should report to the Planning and Zoning Commission biannually on progress toward meeting this Municipal Land Use Plan.

Town of Salem, Connecticut
Municipal Properties

Narrative #	Map/Lot	Name	Street #	Street Name	Size (acres)	Current Use	Encumbrances
1	6/4	Boy Scout Camp		Woodchuck Rd.	3.897	Vacant Land	Reserved for recreational use; in custody and care of Boy Scouts of America
2	8/21	Gadbois Parcel	89	Norwich Rd. (extends between Route 82 and Forsyth Rd.)	142.5	Recreation	None Found
3	11/23	Transfer Station	189	Rattlesnake Ledge Road	11.883	Transfer Station	None Found
4	17/7-23	44 Fairy Lake Rd.	44	Fairy Lake Rd.	0.84	Vacant Land	None Found
5	19/26	Salem School	200	Hartford Road	13.501	School	Bingham Field which is located hereon is designated for recreation and conservation purposes.
6	19/25	Chyinski Property	210	Hartford Road	0.691	School Parking Lot	None Found
7	19/24	Old Library	216	Hartford Road	0.452	Library Storage	Convey bldg /contents/so much of land as may be required for library purposes and convey bal. of land for use by BOE for school and other purposes
8	19/20	Town House (a.k.a. Historical Society)	246	Hartford Road	0.363	Historical Society	None Found
9		Salem Green Cemetery		School and Town House	5.132	Cemetery	None Found
10	19/19	Center School (a.k.a.Salem Grange)	250	Hartford Road	0.512	Civic/Municipal/Scout Meetings	None Found
11	20/63	Town Hall & Athletic Fields	270	Hartford Road and Round Hill Road	73.398	Town Hall/Library/Public Works facilities/Athletic Fields	Land behind Town Hall is designated for conservation, recreation, and open space.
12	20/11	Salem Volunteer Fire Department	424	Hartford Rd.	0.809	Fire Department	Construct/maintain septic tank on land of grantor and lay/maintain pipe to said tank; said tank to be located adjacent to easterly side of prop.; right to lay/maintain pipeline to nearest well of grantor and to take/use water therefrom; grantor rights to use septic system at all times
13	19/30A	Bow Tie Property	10	Music Vale Road (extends behind school property)	29.198	Recreation	Includes land committed for Salem School's future use in order to obtain funding from the State Brd of Ed for construction of the 1995 addition to the school.
14	19/36	Hilliard Cemetery	86	Music Vale Rd.	0.71	Cemetery	None Found
15	21/2	4 Forest Dr.	4	Forest Dr.	0.138	Vacant Land	None Found
16	21/3	10 Forest Dr.	10	Forest Dr.	0.382	Vacant Land	None Found
17	26/45	Fieldstone Farms Open Space	110	Stonewall Rd.	18.483	Vacant Land	Fieldstone Farms Subdivision Dedicated Open Area (located at rear of subdivision, adj. to State's Rt. 11 property)
A	12/30	Gardner Lake Volunteer Fire Department*	429	Old Colchester Rd.	1.042	Fire Department	None Found

*Privately owned/Town funded

Town of Salem Municipal Land Use Plan

Appendix Salem School Facility-Wide Issues

Site

- Improved separation of bus and car traffic desired
- Additional paved parking needed for staff and event parking as space allows
- Exterior grease trap for kitchen is required
- Playscape needs to be updated and primary playground relocated
- Septic tanks, pump chamber located below 1988 building; adequate pending any expansion. Septic pumps replaced 2009.
- 20,000 gallon tank and fire pump required for fire protection if system is installed
- Large scale evacuation of students to local Town Center Facilities in response to an emergency situation and the access to such Town Facilities for educational programming are severely restricted by the lack of sidewalks and/or safe pathways from the School to the Town Center

Building is two-story on a sloped site with 102,000 square feet of gross area.

- Inconsistent appearance both interior and exterior
- Storage is lacking both building wide and within rooms
- Accessibility (ADA) issues throughout, generally minor
- The AHERA report for asbestos containing materials provides an overview of suspected and known asbestos containing materials within the building. These materials are in the older sections from the 1940 up through the 1973 and possibly the 1988 addition. Asbestos materials are generally concealed or non-friable and therefore not a concern from a day-to-day building utilization.

1940-1988

- Roof replacement required/recommended due to age, lack of proper drainage, creates opportunity to increase insulation
- Window replacements recommended for increased thermal value, proper “daylighting”, improved maintenance
- Plumbing
 - Water saver fixtures recommended
 - Lead solder piping replacement is recommended
 - Hot water equipment: boiler and tank need to be replaced
- Fire Protection
 - Currently in limited “hazardous” areas only
 - Recommended for full facility
 - Required under full renovation “Like New”, due to courtyard, combustible construction, interior classrooms
 - In-ground storage tank
- Mechanical
 - Indoor Air Quality is poor, ventilation by operable windows only
 - AC in the 1994 building only and limited Administration areas
 - Temperature controls are pneumatic versus DDC (direct digital control)
- Electrical is at capacity, service is inconsistent, no expansion or increased loads within existing building possible
 - Surge suppression protection required

- Panelboards and feeders at capacity
 - Lighting is direct only (direct/indirect in 1994)
- Fire alarm fairly current, horn/strobe ADA devices not fully compliant
- Clock system: unreliable and obsolete technology
- Public address system needs updating
- Video distribution: TV's, VCR's, and DVD's adequate. Change to projector/computer technology
- Security and visual observation/control is poor, limited intrusion system; add cameras, door control hardware, relocate administration and staff work areas
- Technology
 - Primarily teacher computers, limited student computers in rooms
 - Proper rooms for Technology. Closets required for expansion, security and environmental control

1940 Building

Single story; wood construction, partial stone walls and piers, steeply sloped roof, high ceilings

- Large windows, partially closed, single pane glazing
- Full architectural refinish recommended
- Structure appears adequate for existing loads, however no further loading possible
- Vines having grown under siding:
 - No visible evidence of mold, insects. Testing recommended
- Combustible construction; original ceiling (concealed) and wall finishes
- Small classrooms at 600 square feet are below the State recommended range of 900 to 1,200 square feet of classroom space dependent on use
- Toilet rooms require replacement
- Consideration of replacement construction: non-combustible structure materials (steel, masonry), state-of-the-art with fully integrated systems

1956 Addition

Single story; masonry load bearing and steel construction

- Replacement of flat roof
- Infill patched over roof openings (combustible, poor load capacity)
- Window replacement recommended
- Ceiling clearance is moderate
- Toilet rooms require replacement

1963 Addition

Primarily single story, partial lower level; masonry load bearing and steel construction

- Replacement of flat roof, severe ponding
- Exposed steel acoustical decking
- No available headroom for systems addition, fully exposed if implemented
- Window replacement recommended

- Boiler plant floods, requires relocation, all new equipment
- “Knuckle” of exterior wall and ribbon windows
- Pipe tunnel: confined space prevents routine access for routine maintenance and repair issues

1973 Addition

Two story; masonry partial load bearing, some steel

- Concrete plank floor and roof restructure, very limiting for renovation, systems work
- Replacement of flat roof
- Very limited ceiling clearance for systems replacement/addition
- Low floor to floor height
- Window replacement recommended

1988 Addition

Essentially a single story building aligned with the upper level; steel and masonry

- Built over septic tanks, pump chamber, no lower level
- Adequate ceiling space for system upgrades
- No convenient toilet facilities for 5th and 6th grades
- Consider roof and window replacement in context of large project

1994 Addition

Essentially a stand-alone building, independent systems, two story, connects to other building areas at both levels

- Fully air conditioned
- System upgrades in other portions need to tie in and be compatible with these systems
- Some double pane window glazing have failed seals (moisture between glass panes)
- Kitchen - The kitchen is more a warm-up type of operation. There is no hood with a fire suppression system.
- Science classrooms are located in this portion of the building. Each lab has a hood that is individually vented. It appears that the hoods lack air-flow monitoring devices.

Recommendation of Gadbois Land Use Committee For Use of the Property at 89 Norwich Road

The Town of Salem having purchased the 141 acre parcel on 89 Norwich Road commonly referred to as the “Gadbois Property” has appointed a committee to review potential uses of the property. Members of the committee and their affiliations are:

Larry Reitz	Board of Selectmen
Chris Ryley	Planning and Zoning
Larry Stevens	Economic Development
Bill Weinschenker	Board of Finance
Gene Maiorano	Salem Volunteer Fire Department
Georgia Pech	Board of Education
Jim Burke	Recreation Commission
Steve Belandes	Resident State Trooper
Mary Ann Chinatti	Town Planner

The property was purchased for the future needs of the town of Salem, however, there are some immediate uses that the land can be used for to benefit the residents. The committee’s primary focus was to review potential uses and recommend areas for development with an eye toward mitigating disruption when major construction may be needed several years in the futures.

Recommendations:

For planning purposes, the property should be partitioned into four areas as follows:

Area 1 is the northwest corner of the property: the section bound by Route 82 on the north, the property line on the west and the diagonally running wetland strip on the east. Given the size of the parcel and the access to Route 82, the major use envisioned for this section is for a public safety complex sometime in the future.

Area 2 is the belt running diagonally through the center of the property. The terrain is relatively flat and open farmland, bordered by Fraser Brook on the south, the wetland strip on the northeast, Route 82 on the north and the property lines on the east and west. The committee feels this largest section of the property should be reserved for major municipal projects such as a school.

Area 3 is the southwest corner of the property. It is defined by Forsyth Road on the south, the woodlot road on the east, Fraser Brook on the north and the property line on the west. This area should be used to construct play fields for soccer, softball, football and other activities that can be accommodated on a large flat area. The committee views this as a semi-permanent use which should be available for several years and replaced only if a greater need could be justified and replacement locations identified. Recognizing that the Town already has athletic fields and is not presently in a position to

budget funds for construction, any activity in the near term will have to be accomplished through volunteer labor and/or grants.

Area 4 is the southeast corner of the property. It is defined by Forsyth Road on the South, the property line on the east, Fraser Brook on the north and the woodlot road on the west. It is heavily wooded and, although it does have some wetlands, is highly developable. A small area of this section has been quarried in the past to remove architectural stone. Abandoned equipment and tools left over from the operation will need to be removed. The Town will need to remove piles of dirt and perhaps some stone from this area for municipal use as needed. Other than a minimal amount of earth and stone removal, no specific long range uses are suggested at this time.

The Committee endorses use of the entire property for passive recreation and special event use. Several of these activities are time limited do not require any permanent infrastructure which may have to be moved or eliminated at a later date.

Recommendations for the types of activities that could be permitted are listed below:

PASSIVE RECREATIONAL USES FOR ALL AREAS

Activity	Area 1	Area 2	Area 3	Area 4
Temporary play fields		X		
Hiking Trails	X	X	X	X
Picnic Area				X
Fair Grounds, no permanent structures		X		
Special Events	X	X		
Farmers Market	X	X		
Carriage Trails	X	X	X	X
Cross Country Skiing	X	X	X	X
Community Garden	X	X		
Sight impaired path	X	X		X
Horse Trails	X	X	X	X
Others as approved by the BOS	X	X	X	X
Long-Term Play Fields	X	X	X	X

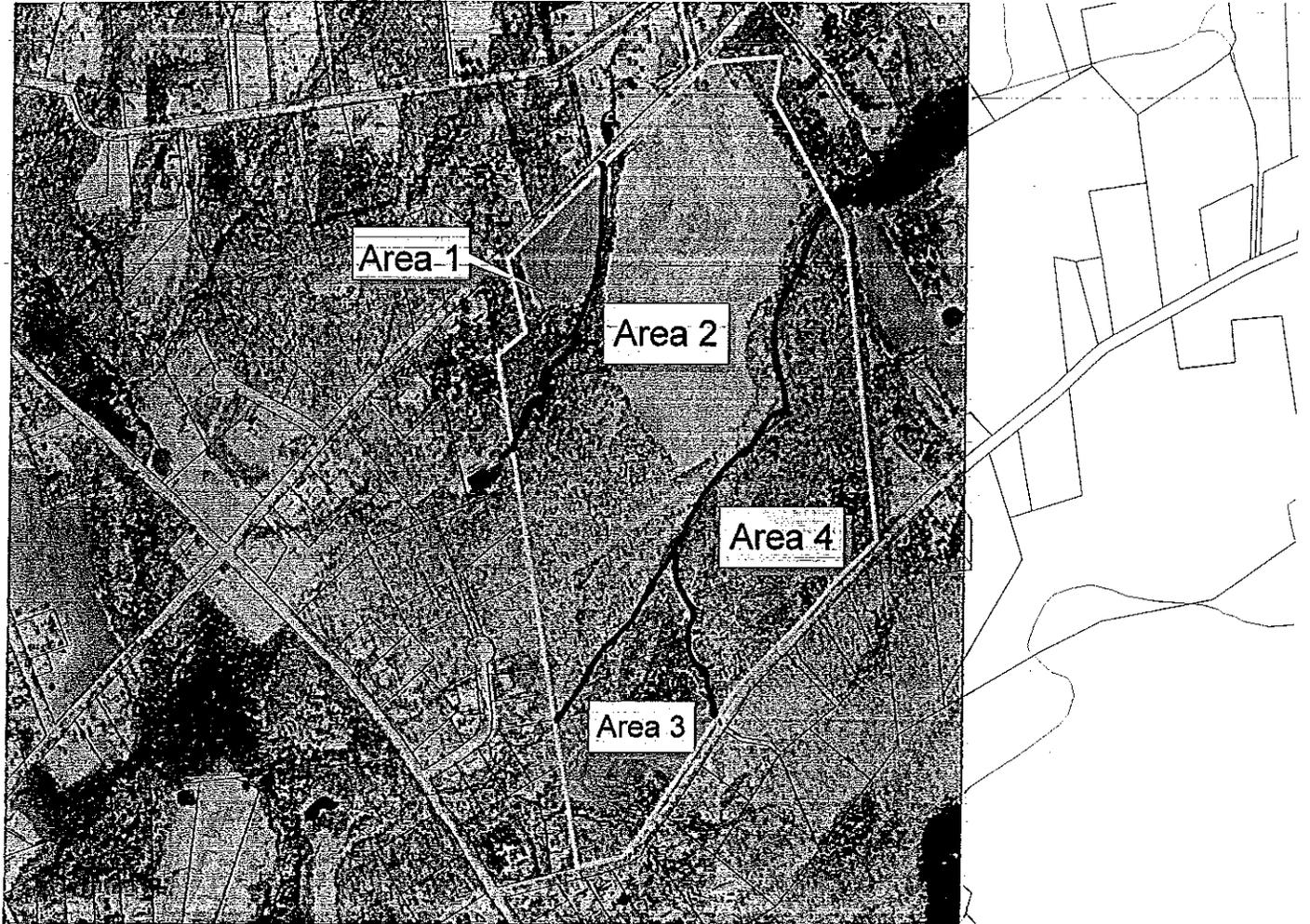
Due to liability and or recommendations of the insurance carrier the following should not be allowed on the property:

1. Hunting
2. Motorized recreational vehicles

The property should be posted to alert people that the above activities are not permitted.

After adoption of the recommendations by the Board of Selectmen and the Planning and Zoning Commission, management of the property should be the responsibility of the Board of Selectmen until a major project necessitates transfer of responsibility for management of that particular infrastructure segment.

Gadbois Committee - Recommended Uses



Temp. Play Fields:	Area 2
Hiking Trails:	All Areas
Picnic Area:	Area 3
Fair Grounds - no perm. structures:	Area 2
Special Events:	Areas 1, 2
Farmers Market:	Areas 1, 2, 4
Carriage Trails:	All Areas
Cross Country Skiing:	All Areas
Community Garden:	Areas 1, 2
Sight Impaired Path:	Areas 1, 2, 4
Horse Trails:	All Areas
Long-Term Play Fields:	Area 3
Others as approved by the BOS:	All Areas

