

**Town of Richmond
Town Center and Library Committee
Minutes March 2, 2023**

Present: Josh Arneson, Jeff Forward, Laurie Dana, Jake Marin, Linda Parent, Dave Healy, Amy Wardwell

Black River Design Staff: John Hemmelgarn, Andrew McCullough, Jeff Hodgson

Guests: Betsy Emerson, Karen Yaggy

I. Welcome & Public Comment

II. Additions or Deletions to Agenda

Jeff reported that Senator Sanders' Congressionally Directed Spending requests closes on Friday so he will pursue another application for this funding and ask for Selectboard approval at their March 13 meeting.

III. Items for Presentation or Discussion

a) Presentation by Black River on site plan & floor plan options

John, Andrew and Jeff from Black River started their presentation with looking at the existing site plan for both the Town Center and Library buildings. They observed that these are current y 2 parcels but, in the site plans they will show, they are treated as one cohesive unit. Jeff Hodgson, the site designer, stated that one observation that was made is that there is a lot of "circulation" space but not a lot of parking spaces in the current lot.

Next they discussed the fact that the Town Center parcel is out of compliance with the Town's Zoning Regulations for % of lot that is impervious. Town Center lot is at 67% and the current Town Regulars are a maximum of 40%. Library parcel is under 30%. Jeff observed that the Town may be amending that to 50%--but the Town Center lot would still need a variance. Currently there are 66 parking spaces in the lot.

The committee spent the bulk of their meeting time reviewing 7 options for Town Center renovation and site plan recommendations, which also included the Library entrance and green space.

The options varied based on:

- An addition on the North Side to house the Police Department – Many committee members felt that having a sally port on the entry side of the building was not ideal in terms of aesthetics
- An addition on the South Side to house the Police Department – John commented that this might be more challenging as it is close to the lot line on the side where there is a near neighbor and other issues
- A separate building for the Police Department (either 1 story or 2 stories)
- An addition (or separate building) for the Police Department in the back of the building with parking for Police & employee separate from the public entrance

For each of the options, Andrew had a spreadsheet which highlighted the "wish list" items that were or were not included in the option. He can provide us with that spreadsheet—which could act as the basis for a rubric for the committee to use or adapt.

The committee was overwhelmed with the various options and thanked Black River and Jeff for their thorough and thoughtful presentation.

Per John's suggestion, the agenda for the Committee's March 16 meeting (without Black River present) will focus on creating a list, based on our understanding of the needs of the community, of the +'s and -'s of each of the 7 options. John feels that this will allow Black River to look at whether options could be combined to get to a more targeted design.

b) Review & approve Diane Meyerhoff proposal

Josh moved to accept the proposal, Amy seconded. Unanimously approved

c) Brief discussion of Library exterior work options

Committee members responded to summer Library work proposal with several questions. Jake asked for clarification on what the work on the slate entails, Laurie will get that information for the March 16 meeting.

d) Update on Library grants and potential request for ARPA funds

Laurie provided a review of the 2 potential Department of Libraries (DOL) grant programs—one for \$10 million (CDS funding through HUD) and one for \$16.4 million (ARPA funding). There is not a lot of detail yet on these programs. The DOL has requested that Libraries who intend to apply for either or both complete a needs assessment by 3/31/23. Laurie & Rebecca will complete this.

Laurie plans to reapply for the Preservation Trust of Vermont Bruhn Grant (due 3/31/23) and had a discussion with Preservation Trust staff about how to strengthen their application this year.

The Library Trustees intend to make a request for funds from the ARPA committee separate from any request from the Town Center & Library Committee.

e) Approval of February 2 & February 16 minutes

Amy moved to accept the February 2 minutes & Jake seconded. Approved unanimously. Josh moved to accept the February 16 minutes & Jake seconded. Approved unanimously

f) Other business – None

g) Items for Next Agenda

Library exterior work proposal – clarification and approval

Discussion of design options presented by Black River Design and the creation of a list, based on our understanding of the needs of the community, of the +’s and –’s of each of the 7 options.

Approval of March 2 minutes

The next meeting of the Committee will be March 16 6:30 p.m. start time