

**Town of Richmond
Town Center and Library Committee
Minutes December 1, 2022**

Present: Josh Arneson, Jeff Forward, Linda Parent, Amy Wardwell, Christine Werneke

Black River: Andrew McCullough

Public: Martha Nye

Welcome and Public Comment- None

Additions or Deletions to Agenda– None

Items for Presentation or Discussion with those present

a. Update on floodplain issues based on meeting with zoning administrator

Josh and Jeff met with Tyler Machia, our zoning administrator and determined we could add an addition on the building as long as it meets existing floodplain regulations and building codes.

b. Discussion of New Vs. Renovation based on information presented by architects on Nov. 17

The Committee needs guidance from the Selectboard on this issue before we can move forward with the next steps in any design process. While the committee has studied the issue in depth, and worked with Black River Design to consider options that could meet the Town's program and tenant needs, we are not the ultimate decision makers on this question. The committee does feel like it can provide a clear and unanimous recommendation to the Selectboard if asked for one.

c. Discussion of what needs to be presented to Selectboard on December 5th

We want to highlight that we have engaged in a process to solicit community input on the Town Center campus. We interviewed town employees, building tenants, local business leaders and the community at large in order to determine what our town's programmatic and stakeholder needs are. We passed this information on to the architects at Black River Design and asked them to help us visualize various building options that could address those needs. We reviewed conceptual designs that best met our programming, tenant and stakeholder needs- including maintaining spaces for a post office and police station as part of the Town Center campus. The architects presented us with very rough order of magnitude cost estimates for both a new build and renovation options that would accommodate our identified needs.

We would like Jeff to present this overview to the Selectboard and for John and Andrew (BRD) to present their data on the order of magnitude cost comparisons between new site build and existing site renovation. We should also explain to the Selectboard that renovation can be done to the existing site in line with FEMA regulations and flood mitigation processes. It may be premature to show the Selectboard the conceptual drawings BRD presented to the committee, since those were created to help us visualize options we could have within existing space (or by adding to existing space) and were NOT intended to be any kind of finalized design for a future building.

Jeff will outline these points to the Selectboard and make the presentation on Monday. Christine will craft a motion to present to the Selectboard and get it to Josh by noon on Friday. We hope for a Selectboard decision so the next steps in this process can begin.

d. Discussion on what to include in Town Report

Jeff's presentation to the Selectboard is likely to be the basis of our report to the town. Laurie will add information about the work that has been done in the Library to complete the report.

The lease to the Post Office will come due in 2023 and we expect they will intend to renew their lease with us.

e. Consideration of approval of minutes from Nov. 17 -

Motion by Linda. Approved.

f. Other business- None

g. Items for next agenda

- Report out on the Selectboard decision from December 5th
- Revisit the project timeline with BRD. Discuss project sequence moving forward.

7:51 PM Adjourn

Motion to adjourn by Amy. Seconded by Jeff.