

**Town of Richmond
Town Center and Library Committee
Minutes –April 14, 2022**

Present: Josh Arneson, Laurie Dana, Jeff Forward, Dave Healy, Linda Parent, Amy Wardwell, Karen Yaggy

I. Welcome & Public Comment – None

**II. Additions or Deletions to Agenda
New Business – Congressionally Directed Spending update**

Jeff reported that he had spoken with Tom from Senator Leahy's office who said that our request is on their short list but recommended that we also apply through Senator Sanders' office as it might be a better fit for his portfolio. Jeff has drafted the request which is due on April 22. Letters of support are also welcome. Laurie will draft a letter of support and contact Preservation Trust of Vermont (PTV) and Jeff will contact tenants (Karen/Fran – Historical Society, Martha – Community Senior Center, Angelike – MMCTV, Rebecca – Radiate). Amy also suggested OCC and Little League who use the building for storage. Jeff will send cover letter to draw text from. Jeff also reported that he toured the Town Center building with Ben Doyle from PTV recently.

III. Items for Presentation or Discussion

a) Update on responses to business outreach.

Amy reported that Duncan has received some responses to the visioning letter to business owners, which are due April 25. She will compile the results for discussion at the Committee's April 28 meeting. Another Front Porch Forum post will be done.

b) Update on RFQ to architects

David shared the final RFQ with the committee and said it will be sent to 6-7 companies. David and Jeff will follow up with any personal contacts they have at these firms.

c) Update on existing projects

Mold remediation – GW Savage provided a detailed bid on the mold remediation work in the Library basement which totaled \$4,178.72. This is considerably less than Alderson's bid of \$11,400 and the committee recommended presenting this to the selectboard for approval from the Town Center Fund at their next meeting.

Design services for Town Center fire alarms – Jay got a bid from Pearson & Associates on engineering services to design a fire alarm system for the Town Center building. *The committee expressed concerns about spending a lot of money for an upgraded fire alarm system when this is meant to be a temporary safety fix not a final design as the building may be renovated or replaced in the next few years. Josh will communicate this to Jay.* The committee supported asking the Selectboard for approval of \$1,750 from the Town Center Fund for fire alarm engineering services.

Library Exterior repairs – The RFP for this work was sent to 17 firms and no bids were received. Laurie will talk with Preservation Trust to ask for their advice on next steps. One idea was to separate out and rebid just the grant funded portion of the work on the Steeples.

Portico – Josh received updated plans from Jay. It appears that these plans replicate the downspouts inside either a round or square column. *The Committee was concerned that there were no plans for a simple exterior downspout. Simply replicating a complex system that is not working does not seem like the best option.* We are looking for a solution which would be functional for now as we move forward on renovation/

replacement plans for the entire building. **Jeff** will talk with Jay about whether they have provided information on that simpler option.

d) **Plan for Open House this spring/summer**

After a lot of discussion, the Committee felt that exploring an Open House in the Town Center building on a Friday when there is a Farmer's Market is the best option. The goal of the open house is to allow community members to walk through the building and see the needs, solicit their input and to have them interact with not only Town Staff but also tenants in the building.

Other ideas included asking MMCTV if they could film and broadcast a "Virtual" tour of the Town Center to solicit input from those who could not attend the Open House. This would be the next (final?) step in our visioning process.

What we will need:

- Invitation for Front Porch Forum, Town Website, Selectboard meeting, MMCTV ad
- Poster (drawn from Invitation) for downtown business posting
- Karen suggested that tenants might want to do displays or power points to run during the Open House
- A contact for information (Duncan?)
- **Amy** offered to do invitation/poster

Next step to set a date: Laurie mentioned that the Senior Center is tabling at the first couple of Farmer's Markets so we would need to avoid those dates. **Jeff** will talk with Martha when he contacts her about a letter of support.

Agenda for April 28 meeting will include:

- Review of business outreach results
- Set date and more planning for Open House
- Report on next steps for Library Exterior work
- Update on portico repairs