

**Town of Richmond
Town Center and Library Committee
Minutes –June 2, 2022**

Present: Josh Arneson, Laurie Dana, Amy Wardwell, Jeff Forward, Dave Healy

I. Welcome & Public Comment – None

II. Additions or Deletions to Agenda -- None

III. Items for Presentation or Discussion

a) Decide on which architectural firms to interview

After some discussion, the Committee decided to interview Black River Design and Breadloaf. All members felt these 2 best fit the Town's needs. They reserve the right to interview one or both of the other bidders (Weimann Lamphere and Scott + Partners) should they wish to. Interviews will take place June 10.

b) Create list of questions & discuss interview process

The committee reviewed and finalized a list of questions for the interviews. Since a quorum of the Committee plans to participate, Josh will warn this as a public meeting. This will be a hybrid meeting which will allow committee members and firm staff to attend via Zoom if they wish.

c) Update on RFP process for Library & Town Center projects

The RFP for the library (mezzanine HVAC, drinking fountains and push-button doors) and Town Center (portico repair and push-button doors) has been sent to firms. There is a mandatory site visit scheduled for 9 am on 6/9 and Josh, Jay and the designer will attend. The deadline for bids is 6/21.

Laurie asked Josh if Jay had pursued any other bids or revisions on the library projects that received no bids. Josh did not know so Laurie will contact Jay and look at the grant requirements.

d) Update on site visit by State Floodplain Manager

Jeff and Josh met with Kyle, the State Floodplain Manager to get information on floodplain issues the Town Center building renovation plan might encounter. Jeff's understanding is that there are ways to meet requirements if we renovate the existing building. For example, Kyle explained options for dry proofing and wet proofing a building. Kyle can offer assistance as we go forward and may also be able to offer suggestions for funding. He suggested contacting FEMA (Stephanie) to get their input and Jeff will reach out to do so.

Kyle also suggested tracking down the exact floodplain maps to look at how the building is impacted. Ravi stated that he thought the Town Center is on the National Register of Historic Places, Laurie stated that neither the Town Center nor the Library are on the National Register. They are part of the Richmond Historic District listed with the state and are eligible to be on the National Register. Laurie has a copy of this documentation from Devon Coleman and will forward to Josh/Ravi and Jeff.

e) Update on CDS request

Jeff updated the Committee on the CDS request that has been submitted to Senator Sanders' office. They reached out to Jeff regarding how the matching funding would be acquired and he stated a bond is planned. Sander's office asked to submit the request for \$1.8 million under the Energy category and Jeff agreed. Jeff was asked about whether this would apply if a new building was build—he feels that it would not but we could discuss if this is the ultimate decision of the Town.

f) Field trip

Jeff mentioned that Breadloaf had offered a field trip to the Hartford Town Hall. This was tabled till after interviews.