

**Town of Richmond
Town Center and Library Committee
Minutes –March 3, 2022**

Present: Christine Werneke, Josh Arneson, Laurie Dana, Amy Wardwell, Jeff Forward, Linda Parent, Dave Healy

I. Welcome & Public Comment – None

II. Additions or Deletions to Agenda – Items e) and f) added to agenda

III. Items for Presentation or Discussion

a) Re-organization of Committee structure post Town Meeting

Jeff will become the Chair of the Committee, as the representative of the Selectboard. Christine plans to stay on the committee at least through summer and perhaps longer. She would like to continue to play a role in the visioning process.

b) Review details on quote for mold remediation at the Library

Tabled as the new information requested breaking out the labor and materials parts of the quote has not been received. Put on agenda for next meeting.

c) Discussion of potential use of wood from ash trees which were felled for emerald ash borer mitigation work

The Committee was supportive of exploring using this wood for either Town Center or Library uses. It would be appropriate for furniture, window trim, display cases and more. **Jeff** will speak with Kaitlin Littlefield to get an idea of how much wood there would be and whether it would be stored in milled or log form. We would need to look for storage as it could be 2+ years before we are ready to use this wood and the Town has no appropriate indoor storage site.

d) Discussion of exploring opportunities to use current Richmond Market building as municipal space

Laurie had brought this to the attention of the committee and Josh confirmed that Dan is pursuing this through planning. The committee felt that we are not yet in a position to consider this as a viable option since visioning is not complete. This could also have financial consequences in the loss of rent and or tax revenue. Further discussion was tabled.

e) Discussion of providing an update to the Selectboard on the work of the Town Center Committee

The committee felt that we could provide an update on the visioning process to date. Laurie asked whether the Selectboard needs to be alerted that there is likely a large request from the Town Center Fund coming when the RFP & bidding process for the library & Town Center maintenance projects is complete. Christine felt that did not have to be addressed yet but that we should put together a list of all of the projects being worked on by Jay. **Laurie** will start a draft of this and send it to **Christine** for her review. This should be an agenda item for next meeting and a Selectboard update will be discussed at that time as well.

f) Approval of carpenter work on Town Center entry

Jay has asked for approval of about \$500 for a carpenter to look at some work that will be needed to allow installation of the push-button doors on the Town Center building. The committee approved and **Josh** will put this on the Selectboard agenda.

g) Review of visioning process to date and plan for next steps

The Committee felt that the information gathered from the 4 visioning sessions held thus far (community, employees, tenants and Town committees) have been very production with lots of good information. This information is a good start for providing input to a potential architecture/design firm. There are still other groups that we want to connect with, including

Community Senior Center board (**Laurie**) and Richmond business people. **Amy** will draft a short email survey form for businesses to allow them to respond—the committee felt it would be difficult to get them to attend a meeting and WSBA is defunct. Also on the list were teens and middle school kids.

Christine suggested the possibility of an Open House in the Town Center building for all community members to come in and see the building and provide feedback. We could ask tenants to be in their spaces to talk about their use of the building. Perhaps have easels with some topics for folks to write their comments. She had suggested sometime in April? Committee felt that July 4 was too late. More discussion of this idea should be on the next agenda.

Committee felt that we should begin to think about putting together an RFP for a designer and **Dave** offered to come up with an estimated cost for this work. This cost should be added to the list of expenses targeted to come out of the Town Center Fund (see e) above).

Meeting adjourned at 8 p.m.