

Town of Richmond Vermont

Proposed Town Center Interim Usage Criteria

Statement of Principles

The Richmond Town Center and Richmond Free Library buildings form the heart of the Town of Richmond. It is vital that their essential character is preserved. At the same time, needed repairs and renovations must be undertaken to address current and planned uses, reduce environmental impacts and to achieve cost savings via energy improvements. It is also important to establish a plan for maintaining town buildings into the future. Uses for town buildings should reflect the needs in our community and serve all segments of our population.

Town Center Building Interim Usage Criteria:

Given the two or more years that are necessary for the planning, public input and financial approval of any major renovations of our municipal building, there is a need to establish "Interim Uses" for the space vacated by MMUSD. Therefore, we recommend the following criteria for determining users/tenants for the Town Center building in order of importance.

Priority #1: Essential governmental services:

- **Town Government** – the Town Center building’s primary purpose is to house the Town Government to facilitate the business of the Town of Richmond.
- **Post Office** – Keeping the U.S. Post Office for Richmond in the Town Center building is important for two reasons: the Post Office offers an essential service to residents and is a source of income for the Town.
- **Meeting Space** – The Town Center building should maintain one or more spaces for small and large meetings of the Selectboard and other town governance committees

Priority #2: Meeting space

- Meeting spaces for non-governmental (local) nonprofit organizations and town residents (as a complement to spaces in the Library building). Consider the opportunity to improve functionality of spaces, including for AV needs. Space will continue to be administered by the Town using the *Policy Regarding the Use of the Town Center Meeting Room*.

Priority #3: Local nonprofit entities that directly benefit town residents may apply to become an interim “tenant” based on one or more of the following criteria:

- Groups that conserve Richmond history and culture
- Groups that provide services and activities that enhance the health and well-being of Richmond residents.
- The number of Richmond residents who are served, engaged in activities or volunteer with the organization.

- Range of ages being served – make an attempt to combine organizations which serve the widest range of ages and socio-economic status possible
- Preference for groups that currently or plan to partner or collaborate in projects which enhance their service to Richmond residents. For example, engaging multiple generations, providing co-training opportunities
- Ability to contribute financially for the use of the space, whether through rent or an annual fee. Rate and method to be determined by the Selectboard.

Priority #4: Nonprofit or for-profit organizations who rent space at market rates.