

Town of Richmond
Town Center Building and Campus Committee
Wednesday August 13, 2025 Meeting, 7-8:30 pm
Richmond Town Center Meeting Room, 3rd Floor Conf Rm C – 203 Bridge Street, Richmond, VT

Draft Meeting Minutes

Present: David Sander, Mike Storrs, Bard Hill

Absent: Cara LaBounty, Matt Cherouny

Welcome and Public Comment - none

Additions or Deletions to Agenda Items for Presentation - none

Discussion with those present:

1. Elect new officers: agenda item tabled until next meeting due to two absent members
2. Discuss progress with new members:
 - Cara prepared list of deferred maintenance items
 - Mike prepared revised version by area; committee had not reviewed this version
 - Discussed two pending RFPs: project manager and property manager
3. Plan on how to proceed from here:
 - Create plan and budget with support from contracted project manager and property manager
 - Meet the second Wednesday of each month 7-9pm; next meeting 9/10
4. Ethics Policy & Open Meeting Discussion: required forms signed by three members present; agenda item tabled until next meeting due to two absent members
5. Draft agenda items for 9/10 meeting:
 1. Elect officers
 2. Ethics and open public meeting law
 3. Define/state goal for this committee: draft for discussion: prepare revised plan/budget for work on Town Center with lower bond figure for town vote asap, March or November
 4. Review current FY budgets, status and selection processes for two RFPs: project manager and property manager; bids due 9/4 and 9/5
 5. Discuss process for producing revised plan/budget for work on Town Center with contracted support
6. Adjourn