

**Town of Richmond
Town Center and Library Committee
Minutes –July 28, 2022**

Present: Jeff Forward, Linda Parent, Laurie Dana, Amy Wardwell and guest Karen Yaggy

- I. Welcome & Public Comment – None**
- II. Additions or Deletions to Agenda – None**
- III. Items for Presentation or Discussion**

a) Review of proposal by Jay Labare to oversee construction phase of Town Center & Library Building Projects

The Committee reviewed the amendment to Jay’s consulting contract to add \$14,000 to allow him to manage the Library & Town Center building repairs projects, assuming a 14-week, 10 hours per week. Laurie moved to approve the amendment and Amy seconded the motion. Motion was approved.

b) Consideration of a Committee member attending the Energy Efficiency & Historic Preservation retreat.

The committee reviewed the Preservation Trust of Vermont retreat dates of October 11 & 12 and cost of \$135/person. Jeff and Amy are unable to attend. Laurie is interested and Jeff recommended that Linda take a look at the schedule information. Karen will look at it to see if someone from Richmond Historical Society is interested and they would pay if they decide to attend. Laurie will forward the information to Linda and Karen for review. A final decision was deferred to next meeting.

c) Discussion of hard-wired vs. battery-operated smoke detectors in the Town Center building.

Jeff had some clarification from Opus and stated that the battery-operated smoke detectors would be the correct choice. Installing hard-wired detectors when we plan to be renovating or replacing the building in the next few years is not cost effective. Battery operated detectors are \$212 each and with internal batteries should last 10 years. The Committee felt that was a good solution. Linda mentioned that she thinks there needs to be a master that would dial emergency services. Laurie asked if there could be an exterior one that could be heard from the parking lot when there is no one in the building. There are often people at the library or in the lot even when there is no staff in the building. Jeff will check on that.

d) Update on status of agreement for Town Center Building Project Architectural Design Services with Black River Design.

Jeff said that Josh has been in touch with Black River regarding moving forward on the contract. They apologized that staff vacations had slowed the process. We anticipate there will be a contract to review at our next meeting. The next agenda should also include scheduling a first meeting with Black River to discuss the process and schedule for Black River and the Committee to work together going forward. The committee may want to consider extending the length or moving the start time earlier if needed for the first few meetings with Black River.

Next meeting is Thursday, August 11 at 7:00 p.m.