

Monkton Municipal Building Committee Meeting – Minutes
DATE: Wednesday April 25, 2018

- **CALL TO ORDER: 7:00 PM**
The meeting was called to order at 7:10pm
- **ATTENDANCE**
In attendance are Stephen Pilcher, Peter Straube, Deb Rickner and Ian Smiley
- **ANNOUNCEMENTS**
The minutes are reviewed. Ian made the motion to approve the minutes with an amendment that Melanie was not in attendance of the last meeting. Eric Bown seconded the motion. The motion was approved.
- **NEW BUSINESS:**

The committee continued review of Eric's plans.

Stephen

Planning for a "town administrator" in the future. Planning for flexibility, eg solidity of walls.

Eric speaks about the walls.

Eric explained some of the comments that the town clerk had made concerning his plan.

Stephen

With two floors, two sets of bathrooms, two kitchenettes, two community spaces.

Last design included shared spaces.

2010 was 5593 ft², 1.4 milli

2012,, 1.6 million

2013, 5100 ft², 1. Something million

Configuration with movable wall panel, gotta have a wall in it.

Need for 2 exits? Yes, somewhere on the north wall, maybe in the town clerk's office.

Also 2 exits on the ground floor.

Deb, not include the library in this building, but design an annex that can be turned into a library later. Downstairs could be more used as a community activity space.

- REVIEW OF ERIC'S DESIGN PROS AND CONS
- SHARED SPACE CONFIGURATIONS.

(Share use of space (bathrooms, gathering spaces, less stairs maybe also a way to keep costs down)

Discussion of means to keep costs down, space sharing vs two level building that.

If usage is not shared (town offices customers never need to go downstairs) then there is no need for handicap access between floors.

How big should community space be? For what purpose? It's not for town meeting.

Times mentioned next to agenda items are proposed maximums.

Stephen

For weddings? 50 people? For a wedding reception?

Why here and not at the fire station? That space doesn't have a great atmosphere. The town hall site is pretty.

How big should it be for well attended select board meetings?

What about for a hearing (eg on VT Gas)?

25 is good number for public meetings

50 vs 25 people

The fire station is already a space that accommodate 50-75 people, but it is under-utilized. Can steps be taken to make the fire station more welcoming?

Let's not under-build the community space (Peter and Deb.)

- NEXT STEPS FOR COMMUNITY INVOLVEMENT

After another meeting or two. Ian will start to send people links to page with minutes.

- NEXT STEPS BUILDING SPECIFICATION / ARCHITECT?

Seeking some outside perspectives. Comparing single level and double level new town building, the different efficiencies and benefits that can be realized with these models

At the next meeting, Stephen will bring in someone who has done municipal building, to tell us about double level vs single level, with square foot parameters, goals of function, and estimate costs for us.

- GENERATE REALISTIC TIMELINE

Stephen

Looking at town meeting 2019! Stephen start generating a timeline.

- **OLD BUSINESS:**

- **OTHER BUSINESS:**

- DETERMINE TIME/DATE OF NEXT MEETING

May 30, 2018

- **ADJOURNMENT**

Stephen, Eric motion to adjourn.