

Moretown Town Office Comm.

July 12, 2012

Next meeting Thursday August 2nd at 7:00

Attendees: Diana Costello, Jon Seigal, Ray Daigle, Denise Gabaree, Clark Amadon

1. Discussion of visits to Berlin and Fayston. Questions related to use and design of the buildings. Vault long and narrow. Jon mentioned we should go for a larger vault due to what we saw at the town office sites. Jon visited the state archivist. We were referred to several web sites. The only useable document is from Connecticut. Vermont's guidelines are very vague, just has to be fireproof. Discussion went into more vault details. There was some sense that the vault should be between 500-800 sq.ft. The need for paper records are continuing. Paper recording isn't going away. There's also a need to be aware of security related to location. Clark is going to connect with Brian Shupe in Waitsfield who's is heading up that towns new office committee. He'll check with where they are in their planning.
2. Needs assessment:
 - * what do you think we need for space?
 - * what would you like?
 - * is connectivity important?
 - * how should the space be set up? Open vs. discreet rooms
 - * what space is needed for others coming in to work?
 - * is privacy an issue?
 - * what would work for inter-office communication?
 - * how to solve the design for office space is the Clerk and Treasurer become a different person
4. Reported on the communication with the realtor representing owner of the Kingsbury property. We reported that the committee is still interested.

Discussed the idea of keeping the office here on route 2. Clark talked with a representative of the Landfill about renting space at the building on rt. 2 on a long term basis or perhaps purchasing the building. More information about this option is being worked on at this time.

The option of also taking another look at the possibility of moving into the "old school building", the original school building in the village. Perhaps some new school space could be constructed towards the playground back by Fox Farm Run. This is a different option then the one taken off the table in the spring. It was decided that Diane would check in about having Clark come into a School Board Meeting and discuss this with that Board. The committee then produced a pro/con list regarding this option.

Pro:

- *In the village
- *"great space"
- *water and septic available
- *cost may be lower
- *parking
- *no or limited infrastructure work
- *not in flood plain
- *adequate space for office

Con

- * renovation required for school
- * future expansion of town office limited
- * Limited space for MECA.
- * safety issues for students
- * some limit for school expansion
- *parking

John asked about where is the population of the town is patterned. The committee discussed areas like Jones Brook, rt.2, Cobb hill, and the other side of Moretown mtn. Rd. The committee discussed how much this should matter is decided where to site the facility.

The committee also discussed putting out another request on the Front Porch Forum asking for anyone interested in donating land for the office.