

May 20, 2015
1:30pm
Town Hall

Meeting with architect

Norman DeBoisbriand; 2 architects; Scott Sanders; Robert Gustafson; Toni Cappozzi-Gorski; Kathleen Felch; Carlene Wiggin

The Architects showed the plans for the building that included the PD downstairs and the Town Offices upstairs. The rooms for the PD were originally located in the rear of the building where there are currently no windows. Norman and Chief Sanders agreed that employees would not be in the areas that did not contain windows. The rooms were moved around and configured to have all of them with windows. The building was increased 10 feet towards Route 150 to accommodate the moving of the rooms.

The Offices upstairs were located to the left of the elevator and were rectangular 9x10 rooms. The Town Clerk has a lot of information that needs to be kept in her room with her, so there was a suggestion to bump out the rooms to 9x13. There was an area on the front of the addition that was going to be for looks, but can now be usable space with the idea to bump out the rooms for the Town Clerk and the Tax Collector.

All rooms will have windows for the workers to be able to wait on them. Emergency Management did not fit downstairs so was moved upstairs with the Town Offices. This space will be a shared space that will contain Emergency Management and Administrative Assistant/Selectmen.

There will need to be another exit for emergency purposes so the old door that contained the recording equipment will now be utilized as an emergency exit.

The parking along the back of the driveway where the old trailers sat was discussed. There was a suggestion to have them be parallel to be able to fit some back there, the architects had drawn up for them to be pull in spaces, but that will require additional permits from the state. This area will have to be filled. There was a suggestion to put parking on the incline beside the building that would be angle parking.

The architects will review the needs of the departments and the space and rework the design try to fit in all the requests. They were concerned that the spaces would be smaller with adding all of the door swings.