

1. Town Hall Generator: Joe Denardo is working on getting a quote from Stubbins Electric for a self contained diesel generator rather than propane. He has not materials to review yet.

2. 5 year plan: [from September Buildings Committee Meeting]:

YEAR 1: This fiscal year (2016-17)

- Clean/replace window treatments in all offices
- Clean all window tracks in all main floor offices so that the windows open and close
- Install new carpeting in the Lister's offices and hallway
- Sound system in Select Board offices
- Touch up paint in Select Board room near air conditioner
- Get estimates for remodeling of town clerk's offices this year †
- Paint main hallway; remove fire department plaques to Center Rutland Fire Station
- Get new file cabinet for Listers offices
- Paint Listers office
- Work on new town webpage—ad hoc citizens group to study and advise?
- Pressure wash siding on Town Hall
- WWII monument—recut names; hold contest to design appropriate topper for monument

YEAR 2: Next Fiscal Year (2017-18)

- Remodel Town Clerk's Offices—new counter, change wall treatment and paint change layout to improve workspace and security; new carpeting, storage and furniture.
- Install generator at town hall; apply for grants to pay costs and/or separate ballot item for voters to decide; estimated cost of \$13,000; ask for \$20,000 to cover generator plus installation costs for propane tank to be buried.
- Resolve copier interconnection issues so that all offices have access to scanner and color copiers
- Study and resolve computer system issues so all users can access certain record common to all
- New desks in Select Board room.

YEAR 3: Fiscal year 2018-2019

- Address town clerk vault space needs; install new shelving for land records
- Set up ad hoc Citizens committee to advise and steer future uses of the downstairs areas: meeting rooms, vault storage, kitchen/snack area, planning commission space, map storage area, fire district(s) office, etc. Prioritize work segment

YEAR 4: Fiscal year 2019-2020

- Begin first phase of work on town hall basement
- Study addition of memorials for veterans of other wars—Korea, Vietnam, Gul War, Iraq, Iran, Afghanistan.

YEAR 5: Fiscal year 2020-2021

- Add memorials for veterans of other wars
- Wok on phase two of town hall basement renovations.

For this FY, we have replaced ceiling tiles already. We need to look at the copier system and move toward a lease of all equipment with one vendor for money savings.

We need to have a battery backup for the phone system.