

**MEETING OF THE BARRINGTON BOARD OF SELECTMEN****June 5, 2014 – 2:00 PM****Town Offices Barrington, NH**

Present were Chairman Clark, Selectman Malloy, Selectman Gaudiello, Selectman Hatch, Selectman Bussiere and Town Administrator John Scruton. Also present Eric Paulson and Jason LaCombe from SMP citizens Bob Ott, Bob Stock, Ken Grant and various employees during the walk through the town offices.

**Space needs:**

Chairman Clark explained the purpose of the meeting was to gather information on what is in the building and what the architect is proposing.

The Board reviewed the attached document of the current space use and the proposed space needs. The Board went through the building, asking questions and looking at the various work spaces. In particular it appeared the architect missed some needed work space in the Tax Office. Overall by far the biggest differences came with the proposed space to meet needs not met in the current building like meeting spaces and document storage.

Board discussed in general terms construction of a one story versus a multi story building.

Architects are to come back with what a layout of this space could look like.

Meeting adjourned 3:45 upon motion by Selectman Bussiere and second by Selectman Gaudiello and unanimous vote of the Board.

Submitted by John Scruton, Town Administrator

<b>Uses of Space</b>	<b>SMP Proposed</b>	<b>SMP Proposed</b>	<b>Current</b>	<b>Current totals</b>	<b>Difference of SMP &amp; Current</b>
Town Administrator	270		206		
Finance Director	140		146		
Assistant Finance dir.	100		108		
Welfare dept.	200		108		
Files/copy/storage area	130		149		

<b>Admin. Subtotal</b>		<b>840</b>		<b>717</b>	<b>(123)</b>
Selectman Secretary	80				
Assessor/ Clerk	160		400		
Receptionist	80				
Rd. Agent/Sec.	80				
Files/copy/storage area	130		113		
Public counter/waiting	120		142		
Map viewing Area	100				
<b>Selectman Subtotal</b>		<b>750</b>		<b>655</b>	<b>(95)</b>
Town Clerk Office	150		165		
Files/copy/ area			240		
Clerk's Counter	270		138		
Priv. Meeting	60				
Public counter/ Lobby	150		100		
Vault/storage	150		90		
Archive	120				
<b>Clerk Subtotal</b>		<b>900</b>		<b>733</b>	<b>(167)</b>
Tax Collector	160		90		
Dept tax			93		
Files/copy/storage area	60		214		
Public counter/ Lobby	80		71		
<b>Tax Subtotal</b>		<b>300</b>		<b>468</b>	<b>168</b>
Building Inspectors	240		145		
Building dept. Staff	80		76		
Files/copy/storage area	150		70		
Public counter/waiting	100		90		
Work + Meeting area	160		108		
Plan review Area	100		108		
<b>Building dept. Subtotal</b>		<b>830</b>		<b>597</b>	<b>(233)</b>

Land Use Administrator		150		98		
Land Use Staff		80		75		
Intern/Conserv.		80				
Public counter/waiting		100		72		
Plan Review Table		120		96		
Files/copy/storage area		150		238		
hall space				48		
Flat Files		80		48		
<b>Land Use Subtotal</b>			<b>760</b>		<b>674</b>	<b>(86)</b>
IT Contractor		80				<b>(80)</b>
Facilities Mgr.		100				<b>(100)</b>
Break/ Coffee/ Lunch Room		200		27		<b>(173)</b>
Mail Room		100				<b>(100)</b>
Secure storage room		1000				<b>(1,000)</b>
General office storage		200		21		<b>(179)</b>
Large Meeting room		1125				<b>(1,125)</b>
conference room		300		170		<b>(130)</b>
restrooms		450		227		<b>(223)</b>
Mech./ Elec./Data/ Video		500		289		<b>(211)</b>
<b>Meeting and 'Other' Subtotal</b>			<b>4055</b>		<b>734</b>	<b>(3,321)</b>
<b>Net Area</b>			<b>8,435</b>		<b>4,578</b>	<b>(3,857)</b>
Circulation	20%	1687		916		
Walls /voids	10%	844		458		
<b>Gross SF</b>			<b>10,966</b>		<b>5,952</b>	<b>(5,014)</b>
				tax card	<b>5,880</b>	