

**OFFICIAL MINUTES OF OCTOBER 24, 2018 COUNCIL TOUR OF MANCHESTER TOWN
OFFICES
NO. 18-20**

The Council tour of the Manchester Town Offices was held on Wednesday, October 24, 2018.

MOTION: Council Member True motioned to open the meeting at 6:06 P.M. Council Member Grasley seconded the motion.

All voted in favor.

PRESENT: Mayor Ian Shaw, Council President Julia Betz, and Council Members Anna Carter, Alan Grasley, Chris True, and Stacy Link.

ABSENT: Council Member Leo Keenan

STAFF: Aretha Adams, Town Manager
Kerry Chaney, Town Clerk
Michael Spaulding, Chief of Police
Derek Shreves, Public Works Director
Mark Onheiser, Special Projects Coordinator
Jared Schumacher, Circuit Rider
Jana Antrobus, Executive Assistant

The Mayor and Town Council, along with staff, toured the Manchester Town Hall building. It was explained that the building was designed to be a multifunctional building of around 8,000 square feet. It housed both the Town administration and the Police Department. The maintenance department is within walking distance of the town hall.

The lobby is totally secured with their receptionist sitting behind bulletproof glass. The doors are all locked until a staff member unlocks them.

There were no grants used for their town hall building. It cost around \$2.2 million and took nine months from the groundbreaking to the completed building. Except for the roof, the building is expected to last around 60 years.

The Council meeting room had a dividing wall that could be put in place if two meeting rooms were needed. In an emergency, the meeting room could be used for sleeping, with roll away cots, and the second room could be the command center.

The police department side was a large open bull pen area and included a secured evidence locker with an air filtration system, a secured holding cell, and an interview room compliant with the juvenile interrogation standards.

COUNCIL TOUR OF MANCHESTER TOWN OFFICES

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Cont.

The Manchester staff said they would have added more space to the Council meeting room and would have added more parking if they were to do it over again.

MOTION: Council Member Grasley motioned and Mayor Shaw seconded to adjourn at 6:51 P.M.

The motion carried unanimously.

**Respectfully submitted
Town Clerk Kerry Chaney**