

Board & Committee members present: Chairman Bugbee, Selectman Brown, Chairwoman Deb Schanda, David Meeker, Paul Gasowski, Wayne Lehman

Others present: Laurel Cox, Peg Dolan, Katrinka Pellecchia and Town Administrator Julie Glover.

1. Chairman Bugbee calls the meeting to order at 6:30 pm.
2. Chairman Bugbee reads the first item to discuss; Review and revise the Facilities Committee's charge and states that at previous meetings the Board discussed working with the FC to come up with a solution for the Town Hall such as building a new building, temporary building, etc. The Board wishes to pursue that and have a meeting with the FC to discuss and to see what rolls each would play in that particular process and move forward.

Selectman LaCourse still feels there is a solid role for the FC in a long term effort even though the Town Hall has been identified as a priority need. He would like to continue to focus on that but also follow what has been laid out by department personnel with respect to the Town itself including the directives that have been included in the Committee's charge. It is his understanding that the Town Hall has 'rot' issues in its foundation. Chairman Bugbee states that according to Randy Stevens the support timber on the parking lot side of TH is worse than on the other side. There is all kind of rot underneath Town Hall. Selectman LaCourse says the Town Hall is historical and should be preserved, but the hobo shed can be burned down.

Selectman Brown says that this discussion started with the Board looking at what they could do to get some more momentum with this project. The FC got a late start for various reasons. The initial manning was supposed to be 9 people and it's been hard to get to 5. There is a long list of things to do to come up with a total plan. At the same time, Town Hall is not getting any easier to work in and the building itself is not getting any better. He was looking to see if they could get a decision on Town Hall and build a new building on Stevens Field and the TH becomes vacant then options to expand the Library or use the Town Hall for the Library or use the Town Hall for a community center. Selectman Brown states that there is a long list of things to do and if we get one building that we can agree on then options would open up. There has already been work done by the last Town Center Committee with regards to pros/cons list. This list actually supports to a great extent putting a building on Steven's Field. There were still some issues relative to this site that had not been addressed yet. Selectman Brown says we could press on with this idea, focus on the Town Hall and work on the Library options and then figure out what we are going to do with the museum, annex and hobo shed.

Dave Meeker says the hobo shed should be called the 'tool shed with tramp room'.

Selectman Brown suggests meeting with town folk to see what they think about what we are doing, where we are going, what some of the options are, and voice an opinion and try to get something into a warrant article in March.

Chairman Bugbee states this is a Board meeting but it is an informal discussion between the two groups. The Board welcomes everyone's thoughts.

David Meeker asks if Chairman Bugbee feels that the Town itself is convinced that the condition of Town Hall is a critical issue. And if they aren't convinced it's a critical issue then how does he propose that they are going to explain to them that it truly is a critical issue and something has to be done. Chairman Bugbee states that they have not done a good job so far in terms of telling people what that particular issue is. He would like to engage Mr. Guadano from AG Architects to facilitate dispensing the knowledge. This is a definite issue that they need to get out to the people.

Deb Schanda asks how they would explain the choice that they have made vs. the findings of the Town Center Committee and the charge of the Facilities Committee to survey all the options and lay out a few plans. Chairman Bugbee thinks that they need to come up with 2 options to present to people. Deb Schanda asks what is the 2nd option. Chairman Bugbee would like to propose putting something on Stevens Field and an addition at the Hobo Shed location. Laurel Cox thinks that formulating those options will be a strength of Art Guadano and he should meet with the groups first before the public. Ms. Cox states that the Durham Police Station presentation is strong because they are very clear on their numbers. They justify their numbers. TA Glover informs the Board that Mr. Guadano will be at the October 11th meeting.

Selectman LaCourse thinks that the options hinge on the Library and what their plans are. The thoughts right now are to move the Hobo Shed. Will the Library use this space? He is not overly concerned about the highway department, PSC or the TS. This 'core area' is where the real issues are: Town Hall, Annex, Library and Hobo Shed. Chairman Bugbee says that after having conversations with the Library Trustees and the Library employees there is a parking issue. If you move administration and code enforcement then there would be less competition for parking. Move the Hobo Shed (Tool Shed) and build a building in-between the Town Hall and the Library connecting the two and renovate the Town Hall so that could be a community room.

Peg Dolan says we need to think about other options. It might cost more money to renovate the Library then build a new maybe smaller building. She says that you need to consider site line to be able to watch the kids. Katrinka Pellecchia says L-shaped won't work. Peg Dolan asks could another option be that the Library goes first then the Town Hall. Selectman Brown does not see a problem with making one of the options to be building a smaller Library. There is nothing off the 'board'.

David Meeker states that it is going to cost money to get decent plans. What resources do we have to do that? He says in addition to restoration, the Town Hall needs a new septic field. Do we have a budget for this? Chairman Bugbee wants to get options from Mr. Guadano to put before the voters. The voters might not want to pursue or spend anything. The people might want to see what phases there are. TA Glover previously met with him at Stevens Field and he has done a walk-through of the buildings. Paul Gasowski is confused as to what his specific instructions will be. He states that what they have been talking about is what their little committee has been doing and admittedly at a slower pace. He says if Art can help facilitate and expedite the process that would be a good thing. Mr. Gasowski thinks maybe one of the things missing is what we collectively want to put forward for the Town. He thinks it is clear that one thing is to give our employees a proper place to work and good place to work. He understands what it is like to work in a substandard circumstance. He doesn't want to devote all

of the energy and attention to solving that issue when we are really after something larger. He hopes that they are after something that will not only mitigate the employees' needs but will provide something for the community. He is glad that they are looking at packages i.e. phases. Vision plays a big part in the next steps and maybe Art (Guadano) can help with that. Selectman LaCourse says we need structural integrity and functional needs. Paul Gasowski states that it is really easy to get caught up in the immediate need which really is a pretty urgent need. He adds that yes, they didn't go a good job 'marketing'. They would need to market the vision to the public.

Chairman Bugbee says this is where Mr. Guadano shines. He has done this with other communities such as Durham and Portsmouth as far as engaging the community. Chairman Bugbee does not have the answer as to how to get people to look at what you send them in the mail. Hopefully, Mr. Guadano will have answers and ideas on how to do this for us. Paul Gasowski states that instructions or directives to Art Guadano will really matter a lot and this will be driven by vision. He is a big fan of a community center. He thinks the existing Town Hall would be good for small groups but it would not fit the need. It is too small. It would be a nice intimate setting for certain types of things.

David Meeker has heard people say 'let's get temporary buildings for the staff' and is the church willing to sell some property adjacent to the parking lot which would ease the parking problem. Mr. Meeker asks if there is any objection to considering these options. Selectman LaCourse has no objection. Selectman Brown does not know where you would put temporary buildings. He sees this as the same thing as moving them into the PSC. Selectman LaCourse would like to keep all the offices close together rather than buildings here and there. All things are on the table. Selectman Brown hasn't looked at the (Master Plan) survey in quite some time. Deb Schanda remembers that the people did not want to spend money on anything. Selectman Brown thinks there is a lot of pride in the Town and it's doable. David Meeker thinks that it is critical to convince the Town that the Town Hall is in serious condition. If you can get Randy to testify no one will contradict. From what Mr. Meeker understands there is no option of restoring the Town Hall with people still working in it so they will need somewhere to go. *Chairman Bugbee doesn't know where Mr. Banister is in terms of putting somebody in the building next door (to Town Hall), but somebody has approached him and said 'why couldn't the town offices move into that building temporarily and then do something with the Town Hall.'* Selectman Brown says that they have talked about that before and the minute it was brought up somebody would say 'no that's not gonna happen'. *It would be a facility that would be interesting to use on a temporary basis depending on the plan.*

Selectman LaCourse states that what you may see going to Town Meeting in March is not necessarily a specific dedicated proposal but a plan in trying to ask them do you like this plan or that plan. Selectman Brown suggests providing rough orders of magnitude as far as what we think the financial impact will be. Chairman Bugbee wants to hear from people first before a warrant. He wants to get out of this rut. Selectman Brown states if one of the options starts with a building then we can possibly get that into a warrant article. Chairman Bugbee states that he would like to engage Art and tell him this is the problem that we have, these are the assets, get some vision from him on how he sees engaging the public. He wants to see something on the warrant that says we're proposing this or that. He wants to move this forward but needs support from public and is in the dark as to what they want. Selectman LaCourse states that this is why

the Facilities Committee has a function, to find out what the needs of the employees are to have better working conditions. The charge is still in effect. Paul Gasowski confirms that Art would help working together with the Board to form a set of options that would be vetted before the Deliberative Session. Chairman Bugbee would like 'us' to become a committee of 2 meaning two groups working with Art going forward. He thinks it would bring different perspectives. Paul Gasowski asks to have a Select Board member on the FC. There was some confusion as to whether he just meant two groups/committees or one big one. Chairman Bugbee said 2. Dave Meeker states that this would be a lot of meetings. Selectman Brown thinks this would be a good idea. Things would be vetted as we go along. This could be a great way of getting things done. He wants to see what the first step looks like. Chairman Bugbee adds again that Art has done this before. TA Glover states that the warrant has to be posted the last Monday in January.

Peg Dolan states that the public is waiting to hear the Board's vision. She thinks that whatever proposal goes forward has to have the support of the Select Board. She adds that people are so busy with their lives that it is hard to get people involved and it will be easier if the Board has a vision to present to them instead of too many options. Katrinka Pellecchia adds that they recently did a survey with less than 100 responses and the overwhelming majority of people want the Library to stay where it is and expand at its site. David Meeker suggested (structurally) supporting more of the floors at the Library. Paul states that it would not be a major fix and Katrinka states that they would not gain any space. Deb Schanda states that Ruth (Library Director) could use more floor space for stacks.

Chairman Bugbee asks if there are any more comments. Deb Schanda asks how the Board wants to engage with the FC. Selectman LaCourse says for the FC to take the lead and set their meetings and someone from the SB will be there. TA Glover points out that the Town is coming into a very busy time of year so to keep this in mind when scheduling meetings. Selectman LaCourse names Selectman Brown as the primary contact. TA Glover states that if another board member attends the FC meeting then it must be posted as a Board meeting according to RTK posting requirements. Paul Gasowski asks if this topic can be a standing agenda item for at least a quick update by the Select Board member at each BOS meeting. The Board agrees. David Meeker reminds the Board that they can talk about the needs for the Town Hall to begin the Town to thinking about it. Chairman Bugbee thinks that Art will suggest putting things in the E-Crier. TA Glover is not certain that a whole lot of people read the E-Crier. Chairman Bugbee mentions using the new TV at the Transfer Station. Wayne Lehman states that he would be really cautious about pointing out structural problems in Town Hall because of OSHA. There are employees in there. OSHA could come and say everybody out. Deb Schanda thinks that using scare tactics would work negatively i.e. that Town Hall is falling down. She thinks that the vision sells more than a scare tactic. Chairman Bugbee thanks everyone for attending.

3. Chairman Bugbee makes **motion** to adjourn at 7:30pm. Selectman LaCourse, seconds.

Minutes transcribed by:

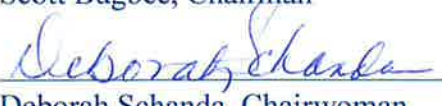

Denise Duval, Town Secretary

Date

11/28/16

Minutes accepted by The Lee Select Board and
the Facilities Committee:


Scott Bugbee, Chairman


Deborah Schanda, Chairwoman