

Board members present: Chairman Brown, Selectman Bugbee and Selectman LaCourse

TCVC members present: Pat Jenkins, John Tappan, Cord Blomquist and Ben Genes

Other members: Anne Tappan, Peg Dolan, Paul and Annie Gasowski, Cynthia Von Oeyen, Deb Schanda and Town Administrator Julie Glover.

1. Chairman Brown calls the meeting to order at **6:00 pm** and turns the meeting over to Scott Bugbee, Chairman of the Town Center Vision Committee.
2. The four design firms that will be interviewed one at a time are CMK Architects (Mr. Chip Krause), Harriman (Ms. Judy Johnson and William Gatchell), AG Architects (Mr. Art Guadano and James Gibbons) and Lavallo/Brensinger Architects (Mr. Robert Robicsek and Kathleen Porter).
3. Everyone introduces themselves at the beginning of each interview. Selectman Bugbee explains to each design firm that there will be 3 general questions asked and then questions that are specific to each firm. The panel will allow questions from the firms.
4. The following are the general questions:
 1. What is the schedule of other projects that the principle-in-charge, architect(s), and other staff are working on?
 2. What are the biggest challenges and attractions of this project?
 3. With a limited budget and challenges meeting all the stakeholders' desires, how do you see this relationship/process working to achieve a successful outcome?

Go to leenh.org / Quick Links / View Meetings / YouTube / Select Board Meeting, July 24, 2018 to see the video with all the answers

5. The firm specific questions are the following:

CMK

p6(6/39): Item 5. Design: "We will make decisions that benefit the client and the program not our portfolio. Design is important to us but not at the expense of the program and should be the result of the program." What is included in the word "program" as used here?

His answer is that "program" is for all the spaces i.e. bathrooms, offices.

p18(7)What will they do about that fact that there will be different program needs.

His answer is that the important thing is to hear everything from everybody and try to incorporate those things. If people are realistic about what they need then it shouldn't be that hard to do. He would rather make decisions as a group but if it comes down to it the Chair or the Board will have to make the final decision.

Mr. Krause commends the Town for the amount of work that has been done and that it is all available on the website. It is nice to be able to go through all of this.

Harriman

p40 (41/71): Resume for Judy L. Johnson. “Judy has successfully led the team on many of Harriman’s most significant projects which include a variety of project types.” What particular interests do you see in this project?

She loves interacting with communities and thinks that she and Will are very personable. They are very responsive to the residents.

How will you interact with us from Auburn, Maine?

There are 4 offices. Will lives in NH and works in Portsmouth. She is out of Portland Maine. The engineers are out of Auburn.

AG

Drawing on your prior experience with municipalities working on projects like ours, knowing what worked well and what did not, what can we do to make this process successful?

He states that when they started the project with the Town of Lee there was friction and the goals were not really clear. He believes they helped pulled everyone together to get past that point and head towards a solution. He thinks that was a successful process based on where the Town is now. He would recommend that the group produce multiple design options to present at a public forum to get more input. The challenge is that you have a community of very educated people who definitely have opinions. It’s getting people to agree that is the challenge.

Lavallee/Brensinger

p32(40/44): “We frontload sustainability considerations to help clients realize reduced first costs and integrated, high-performance solutions.” Can you explain how that works in practice? Mr. Robicsek says that what sustainability level is viable needs to be weighed against the budget.

p11(15/44): Langdon Library, Newington, NH. On the south side of the addition there is a dormer and a bump out with a lean-to roof. As this was all constructed at the same time, what is the purpose? Does it cost less than making the main section wider or longer?

Mr. Robicsek was not personally involved with this project, but scale was a key issue here and connecting the old with the new was a key factor of how it was done architecturally.

The TCVC and Select Board discuss their thoughts about each firm at the conclusion of all the interviews.

6. TA Glover is impressed that Lavallee/Brensinger assigns a person strictly to sell the project to the public. They understand that that is the number one challenge. Cord Blomquist adds that Lavallee was the only group that mentioned the Town’s budget of \$3.4 million. He adds that Harriman asked “One thing that would be helpful is knowing your budget.” This was a red flag. He thought that Lavallee demonstrated that they knew everything in the RFP. John Tappan

doesn't think we really do know our budget. There are still many questions. Selectman LaCourse thinks that Lavallee and Harriman presented well and were interactive. He likes the point person from Lavallee. TA Glover points out that Harriman does everything in house and do not sub contract out the engineering. This may be why their cost was more competitive. The other two firms are very small and could be a concern. Selectman LaCourse may be looking for a new set of eyes. Ben Genes thinks that Judy and Will from Harriman make a good team and Mr. Robicsek is a charismatic guy which would help working with the public. Selectman Bugbee thinks that Mr. Robicsek articulated best which firm we were going to have the best time working with in terms of a successful relationship. John Tappan was not impressed with Lavallee's answer to his question with regards to frontloading sustainability considerations to help clients realize reduced first costs and integrated high-performance solutions. He did not hear an explanation for reduced first costs. Chairman Brown thinks that Lavallee has an excellent approach with regards to their presentation and discussion. He thinks they bring more to the table and have the resources to resolve any issues quickly.

The Board does a ranking on each firm. Lavallee was everyone's first choice. Everyone was impressed with the person assigned to public relations. TA Glover has worked with Lavallee in the past. They are a very professional firm, easy to work with and know their stuff. They are not afraid to have that hard conversation with the client. Selectman Bugbee moves to hire Lavallee/Brensinger to do the design work for the Town Center project. Selectman LaCourse, seconds. All in favor. **Motion Carries.**

TA Glover will enter into contract negotiations with Lavallee as soon as possible. She will also check on references. Lavallee had indicated that floor plans were not included in the proposal.

7. John Tappan asks to have a TCVC meeting sooner than 2 weeks from now so they can work on the presentation for the Lee Fair. They schedule a meeting for Tuesday, July 31st at 6pm.
8. Cord Blomquist moves to adjourn the TCVC meeting. Patricia Jenkins, seconds. All in favor. Motion Carries.
9. TA Glover updates the Board on the church property purchase. The church's attorney says that there doesn't seem to be any issue with releasing the reverter right from the NHCUCC. There is a meeting on September 22nd of the board of that body to approve the release of the reverter clause so that the closing can take place any time after that. The church is working now on moving the garage, tank and water line. The P&S agreement indicated that would all happen before the closing. The subdivision plan has to be approved by the Planning Board and the meeting for that is September 13th. The application is being signed by the Board on Monday, July 30th. The closing can then take place in early October.
10. Selectman Bugbee states that Caren Rossi needs an additional \$200 for the party tomorrow night. Selectman Bugbee moves to increase the amount from \$600 to \$800 for Randy S. Stevens' Retirement Party. Chairman Brown, seconds. All in favor. **Motion Carries.** Caren Rossi has donations from the Town's people that she is putting towards his gifts.
11. Chairman Brown moves to enter into Non-Public Session per NH RSA 91-A: 3 II (a) and (b) at approximately **8:10pm**. Selectman LaCourse, seconds. Roll Call Vote. **All Agree following**

SELECT BOARD & TOWN CENTER VISION COMMITTEE MEETING MINUTES

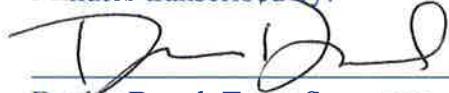
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Roll Call Vote. Motion Carries. The Board returns to public session at **8:30pm**.

12. Chairman Brown moves to seal all the non public meeting minutes. Selectman LaCourse, seconds. Roll Call Vote. **All Agree following Roll Call Vote. Motion Carries.**
13. Chairman Brown moves to adjourn at **8:31pm**. Selectman LaCourse, seconds. All in favor. **Motion Carries.**

Minutes transcribed by:



Denise Duval, Town Secretary

8/13/2018

Date

Minutes accepted by The Lee Select Board:



Cary Brown, Chairman



Scott Bugbee



John LaCourse