

# Town of Lee, NH

## Town Center Vision Committee

### Minutes of the Meeting on March 20, 2019

Town Center Vision Committee (TCVC) Members present: Bambi Miller, Cord Blomquist, Ben Genes, John Tappan, and Scott Bugbee

Members Absent: Pat Jenkins

Others Present: Annie Gasowski, Paul Gasowski, Anne Tappan, and Cary Brown

1. Chairman Bugbee called the meeting to order at 1:05pm.
2. Mr. Bugbee moved to approve the minutes from the March 13, 2019 meeting. Bambi Miller seconded the motion. Motion passed.
3. The Committee discussed the invoice from LBA dated March 14, 2019 for \$1,920.00. The invoice will not be paid until all the contractual deliverables will be supplied by LBA. Scott Bugbee will contact LBA and request all original documents from the Town Center Project and specifically the BIM file and the Basis of Design documents be provided to the Town. He will also request an adjustment to our contract pricing to reflect the non-attendance at our 2019 Deliberative Session by LBA as stipulated in our contract with LBA.
4. The Committee discussed the concept of strategic governance. John Tappan shared information with the Committee about this topic and how it could assist the Town in its future planning.
5. The Committee discussed how to proceed with the Town Center Project and its proposed recommendation to the Select Board. Some of the topics discussed included:
  - a. Do nothing.
  - b. Fix the town hall and build a new municipal building.
  - c. Have separate municipal building, library, and deposits into the Town Buildings Trust Fund on the 2020 warrant.
  - d. Continue the current TCVC committee with a new charge.
  - e. Included energy efficiency and HVAC options into our buildings.
  - f. Conduct a survey of town residents to determine a way to move the project forward.
6. The Committee instructed Scott Bugbee to draft a recommendation letter to the Select Board to include three specific items.
  - a. Continue the TCVC Committee with a new charge.
  - b. The TCVC to provide the Select Board with a list of options on how to proceed with an analysis of "Pros" and Cons" for each option. This list of options to be delivered to the Select Board on or before June 1, 2019.
  - c. TCVC requests that a determination be made on the availability of the remaining monies from the 2018 warrant for Design Services totaling \$115,000. Roughly, there should be about \$35,000 left of that funding. The Committee would like to know if the remaining funding could be used to support further Town Center Project efforts.

Scott Bugbee moved to approve the TCVC sending a letter to the Select Board containing the three items above. Cord Blomquist seconded the motion. The motion passed. Mr. Bugbee will draft the letter and will be reviewed by the TCVC and be finalized before the next Select Board meeting on Monday, March 25, 2019.

7. The Committee scheduled our next meeting for Wednesday, March 27, 2019 at 1:00pm.
8. Meeting adjourned at 3:10pm
9. Our next scheduled meeting is: Wednesday, March 27, 2019.

Minutes written by: \_\_\_\_\_

  
Scott Bugbee, Chair


Minutes accepted by: \_\_\_\_\_

  
Scott Bugbee, Chair

  
Ben Genes

\_\_\_\_\_  
Pat Jenkins

\_\_\_\_\_  
Bambi Miller

  
John Tappan

\_\_\_\_\_  
Cord Blomquist