

Town of Lee, NH  
Town Center Vision Committee  
Minutes of the Meeting on June 12, 2018


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

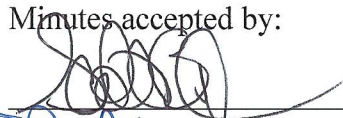
Members Absent: None

Others Present: Annie Gasowski, Katrinka Pellecchia, and Anne Tappan,

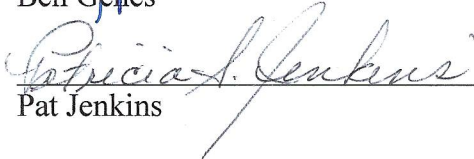
1. Chairman Bugbee called the meeting to order at 6:00pm.
2. Scott Bugbee made a motion to approve the minutes from the May 29, 2018 meeting and Pat Jenkins seconded the motion. The Committee voted unanimously to approve the minutes.
3. The Committee discussed the draft of the answers to the design firms' questions arising from the walkthrough that took place on Wednesday, June 6, 2018. The answers will be forwarded to the Town Administrator to send along to all the interested firms.
4. The Committee debriefed the presentation from the Lee Historical Society (LHS) detailing their programmatic space needs. The Committee has some follow-up questions and will schedule a time with the LHS to clarify those questions.
5. Scott Bugbee updated the Committee on the status of purchasing the Church property. At this time, there is no new information.
6. The Committee discussed the Design Process and scheduling. John Tappan presented the Committee with details about the Schematic Design Preparation section in the scheduling document. He identified 10 subsections that need further compilation. Subcommittees were formed to work on each item and are detailed below with the committee members assigned to work on those sections.
  - a. 4.1 Determine Energy Use Goal(s) – Ben Genes & Bambi Miller
  - b. 4.2 Determine Building Use Scenarios – John Tappan & Scott Bugbee
  - c. 4.3 Compile Town Office Building Design Inputs –Pat Jenkins & Cord Blomquist
  - d. 4.4 Compile Library Addition & Renovation Design Inputs – TCVC Committee
  - e. 4.5 Compile Town Hall Renovation Design Inputs – Pat Jenkins & Cord Blomquist
  - f. 4.6 Compile Museum Renovation Design Inputs – John Tappan & Scott Bugbee
  - g. 4.7 Compile Tool Shed Renovation Design Inputs – John Tappan & Scott Bugbee

- h. 4.8 Compile Town Annex Renovation Design Inputs – John Tappan & Scott Bugbee
  - i. 4.9 Determine Site Plan Goals - Ben Genes & Bambi Miller
  - j. 4.10 Establish Question Answering Procedure – Scott Bugbee
7. The Lee Library will make a presentation of their space and functionality needs for the proposed 6,500 sq. ft. for the Library's use in the project at the next TCVC meeting on Tuesday, June 26, 2018 at 6:00pm.
  8. There is a walk scheduled with Don Quigley on June 22, 2018 to review the proposed property to learn basic information about the trees on the property.
  9. The meeting was adjourned at 7:51pm.
  10. Our scheduled meetings are: Tuesday, June 26, 2018; Tuesday, July 10, 2018; Tuesday, July 24, 2018; Tuesday, August 7, 2018; and Tuesday, August 22, 2018. All meetings are at the PSC at 6:00pm.


Minutes written by:   
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 Scott Bugbee, Chair

Minutes accepted by:  
  
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 Scott Bugbee, Chair

  
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 Ben Genes

  
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 Pat Jenkins

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 Bambi Miller

  
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 John Tappan

  
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 Cord Blomquist