

# Town of Lee, NH

## Town Center Vision Committee

### Minutes of the Meeting on July 10, 2018

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


Members Absent: Bambi Miller

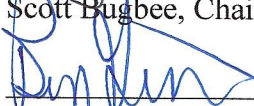
Others Present: Ruth Eifert, Annie Gasowski, Deborah Schanda, Peg Dolan, and Anne Tappan

1. Chairman Bugbee called the meeting to order at 6:05pm.
2. Scott Bugbee made a motion to approve the minutes from the June 26, 2018 meeting and Cord Blomquist seconded the motion. The Committee voted unanimously to approve the minutes.
3. John Tappan presented to the Committee information regarding the square footage of the Library renovation and addition. The square footage was 6,500 gross not 7,800 gross as stated by the Library Trustees. Ruth Eifert presented the Committee with a revised breakdown totaling 6,500 gross square feet – showing the difference between the previously presented 7,800 sq ft and the now 6,500 sq ft. Ruth Eifert will send the document to Mr. Bugbee for distribution to the rest of the Committee.
4. Scott Bugbee updated the Committee on the status of purchasing the Church property. The Town has received the finalized drawing of the proposed land purchase with the correct setbacks noted and the correct sizing of the Parish House. The Purchase & Sales contract was signed at the last Select Board meeting and will be forwarded to the Lee Church Congregational for them to seek approval from their state governance organization.
5. The Committee discussed the Design Process RFP responses. John Tappan presented the Committee with a grading document to evaluate each proposal. The Committee agreed that choosing a firm using this method would be a good way to proceed. The Committee discussed and assigned weighting scores to each element outlined in the RFP. Mr. Tappan will update the form and sent it to everyone to assign our own ratings and bring the collective information back to our next meeting. Each Committee member will need to complete and return their form to Mr. Tappan before 3:00pm on Friday, July 13, 2018. The Committee will meet at 5:00pm on Friday, July 13, 2018 at the PSC. Mr. Bugbee will post the meeting and schedule a meeting room for the TCVC.
6. The Schematic Design Preparation Update and the Project Marketing Proposal will be on the agenda for the next regular meeting on Tuesday, July 24, 2018.

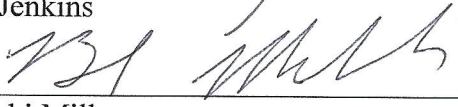
7. The meeting was adjourned at 8:10pm.
8. Our scheduled meetings are: Tuesday, July 24, 2018; Tuesday, August 7, 2018; and Tuesday, August 22, 2018. All meetings are at the PSC at 6:00pm.

Minutes written by:   
Scott Bugbee, Chair

Minutes accepted by:  
  
Scott Bugbee, Chair

  
Ben Genes

  
Pat Jenkins

  
Bambi Miller

  
John Tappan

  
Cord Blomquist