

Town of Lee, NH

Town Center Vision Committee

Minutes of the Meeting on November 28, 2017

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

TCVC Members not present: None

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

1. Chairman Bugbee called the meeting to order at 6:00pm.
2. John Tappan made a motion to approve the minutes from the November 21, 2017 meeting and Ben Genes seconded the motion. The Committee vote unanimously to approve the minutes.
3. Chairman Bugbee passed out the vision statement from the Town of Lee Master Plan 2016-2026 and a process improvement framework diagram for the Committee to review. The Committee discussed aligning the town center building proposal to specific parts of the Master Plan vision statement. The Committee members will review the Master Plan and see what vision statements in the plan could align to the proposal for the next meeting.
4. Chairman Bugbee shared the response he received from the NH Department of Transportation about the town center driveway. They said, "One 2 -way driveway is preferred because it is generally considered safer but 2 driveways would be permitted if they both have 400 feet of all season safe distance at a point 14.5 feet back from the white line and other criteria of the driveway policy are met. But the existing 170 ft wide driveway would not be allowed to stay. A basic traffic study with a turn lane warrant analysis should also be conducted to determine if any turn lane improvements are needed on Rt 155." The Committee discussed the response.
5. The Committee discussed potential expenses for informing the public about the town center proposal. The following methods were discussed to inform the public about the condition of the town center buildings and the proposal to address those conditions.
 - a. Display information in the Library: John Tappan spoke to the Librarian about displaying information there.
 - b. Send out mailings: John Tappan researched sending out mailings. It would cost 17.7 cents per item for EDDM. There are 1,654 residences in Lee.

Chairman Bugbee will find out how to get the voter registration list and what format it is in.

- c. Create a video and or/ documentary
 - i. Use drone flyovers of buildings
 - ii. Photos of conditions
 - iii. See if Oyster River High School students could create a video and interview Town of Lee department heads about the condition of the town center buildings
- d. E-Crier – include articles about the town center buildings condition and the proposal
- e. Bulletin Boards – post information about the town center building’s condition and the proposal to address those conditions at the following locations:
 - i. Market Basket
 - ii. Flag Hill Winery
 - iii. Northeast Credit Union
 - iv. New Hampshire Federal Credit Union
 - v. Aubuchon’s Hardware
 - vi. Sonny’s Restaurant
- f. Town of Lee web site – Chairman Bugbee will see if we can customize the TCVC web page to include video and photos.
- g. Public Meetings
 - i. Presentation of conditions and proposal
 - ii. Q&A
- h. Displays at the Transfer Station. Rich will look into seeing if the Boy Scouts could help with this.

Chairman Bugbee will ask to have all the Facilities Committee’s reports and information placed in one place on the town’s web site to make it easier for people to find it.

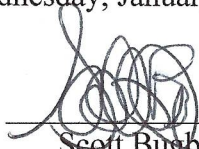
The Committee discussed putting the town’s web site address on all letterhead and mailing so citizens will be reminded of its address.

Ben Genes will work on creating a financial condition of the Town of Lee with our bond rating (Aa3) and our remaining bond payment schedules so citizen understand the financial status of the Town.

6. The Committee was updated by Ben Genes on the Lee Church Congregational proposal and their counter proposal to be delivered soon to the Town. The Committee discussed the counter proposal and how it will affect the information being presented to the public.
7. The meeting was adjourned at 8:40pm.

8. Our scheduled meetings are: Monday, December 11, 2017; Tuesday, December 19, 2017, and Wednesday, January 3, 2018. Each meeting starts at 6:00pm.

Minutes written by:

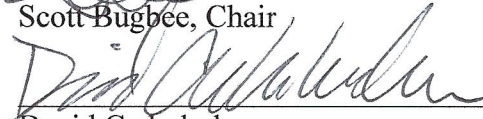


Scott Bugbee, Chair

Minutes accepted by:

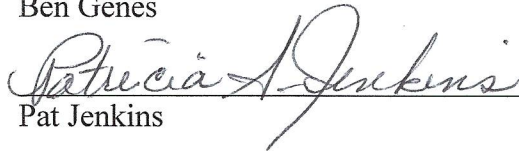


Scott Bugbee, Chair



David Cedarholm

Ben Genes



Pat Jenkins



John Tappan