

# Town of Lee, NH

## Town Hall Renovation Committee

### Minutes of the Meeting on April 1, 2021

Town Hall Renovation Committee (THRC) Members present: Pat Jenkins, Ben Genes, John Tappan, Mary Woodward, Laura Gund, and Scott Bugbee

Members Absent: none

Others Present: none

1. Chair Scott Bugbee called the meeting to order at 4:02pm.
2. As Chair of the Town Hall Renovation Committee, due to the COVID-19 / Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this Board is meeting electronically utilizing the Zoom platform.

We previously gave notice to the public of how to access this meeting using Zoom and instructions are provided on the Town of Lee's website at: [leenh.org](http://leenh.org).

If anybody has a problem with access, please call 603-659-2766.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

Let's start the meeting by taking a Roll Call attendance. When each member states their presence, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

Pat Jenkins, Mary Woodward, Ben Genes, John Tappan, Laura Gund, and Scott Bugbee were all present and no one was in the room with them.

3. Mr. Bugbee moved to approve the minutes of the March 25, 2021 meeting. Ms. Jenkins seconded the motion. Roll call vote showed all voted in favor of the motion. Motion passed.
4. The Committee discussed the Town Center Building Options document and three remaining options the Committee is considering: Office Addition to the Parish House; Office Addition to the Town Hall; and Stand Alone Office building. The Committee finalized the details. Mr. Tappan will send out the finalized document for the members to review before our next meeting.

The Committee discussed the format of the meeting with the Select Board on April 15, 2021. The Committee will provide all the documents for the Select Board to pre-read before the meeting. The Committee will create a short PowerPoint of the main points in each of the documents that will be presented at that meeting. Discussion of the documents will follow the PowerPoint. At a subsequent meeting the Committee will present the Capital Improvements Funding Plan (CIFP) tool to the Select Board and engage them in developing a funding plan for all the Town's capital needs.

5. The Committee discussed soliciting ideas from the public for the use of the Parish House. The Committee has developed some ideas but would like to engage the community in their thoughts. The Committee will speak with the Select Board about this idea of public engagement.
6. Meeting adjourned at 5:39pm
7. Our next scheduled meeting is: Thursday, April 8, 2021 @ 4:00pm via ZOOM.

Minutes accepted by: Scott Bugbee, Chair; Ben Genes, John Tappan, Mary Woodward, Laura Gund, and Katrin Kasper at the April 8, 2021 THRC meeting.