

# Town of Lee, NH

## Town Center Vision Committee

### Minutes of the Meeting on October 15, 2019

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

Members Absent: none

Others Present: Anne Tappan

1. Chairman Bugbee called the meeting to order at 4:35pm.
2. Mr. Bugbee moved to approve the minutes from the October 9, 2019 meeting. Pat Jenkins seconded the motion. Motion passed.
3. The Committee discussed the situation with the assessment request to the Select Board. Cord Blomquist drafted a response letter from the TCVC to the Select Board. The Committee reviewed the draft letter and made a few changes. Mr. Blomquist will finalized the changes and forward the letter to the Committee for review.

Bambi Miller moved to approve the letter with the agreed changes. Pat Jenkins seconded the motion. Motion passed.

The letter will be sent to the Select Board and Mr. Bugbee will have the topic placed on the agenda for the next scheduled Select Board meeting.

4. The Committee discussed the assessment proposals and need more detail about the proposal from AECm and Oak Point.

The Committee drafted five questions to AECm.

- a. What services/deliverables are included in your proposal?
- b. How long will it take to complete the assessments?
- c. What is the process for completing the assessments?
- d. Can your firm work on both assessments at the same time?
- e. When can your firm complete both projects by?

The Committee has only one question for the Oak Point firm.

- a. Can your firm work on both assessments at the same time?

Mr. Bugbee will contact the firms and ask these questions and forward the firms' answers to the Committee.

5. The Committee reviewed the latest town hall design plan drawings (basement, first floor, and second floor) from Mr. Tappan. The Committee discussed the layout and made a few small changes. Mr. Tappan will continue to work on the design to share at future meetings.

6. Meeting adjourned at 6:48pm

7. Our next scheduled meeting is: Wednesday, October 23, 2019 @ 4:30pm.

Minutes written by:

  
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Scott Bugbee, Chair

Minutes accepted by:

  
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Scott Bugbee, Chair

  
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Bambi Miller

  
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Ben Genes

  
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John Tappan

  
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Pat Jenkins

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Cord Blomquist