

Town of Lee, NH

Town Hall Renovation Committee

Minutes of the Meeting on November 12, 2020

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

Members Absent: Laura Gund

Others Present: Kent Kasper, Grace Kasper, and Grant Kasper

1. Mr. Bugbee called the meeting to order at 4:05pm.
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.

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, Ben Genes, John Tappan, Mary Woodward and Scott Bugbee were all present and no one was in the room with them. Katrin Kasper was present and had Kent Kasper, Grace Kasper, and Grant Kasper in the room with her.

3. Scott Bugbee moved to approve the minutes of the November 5, 2020 meeting. Patricia Jenkins seconded the motion. Roll call vote showed all voted in favor of the motion. Motion passed.
4. Mr. Tappan reviewed the newest Town Hall 1968 addition floor plan options he created. The Committee discussed the options. There is limited space in the 1968 addition to accommodate all the functions needed to be housed in that space. The Committee asked Mr. Tappan to explore moving the storage area for the tables and chairs to the northeast corner of the large room near the stage. This would

free up more space for the remaining functions. The Committee also asked Mr. Tappan to explore what adding an additional four feet to the building on the end of the 1968 addition would do to accommodate all the functions in the area.

5. Ms. Woodward discussed with the Committee the reasoning why the Public Safety Complex (PSC) would not be utilized for meetings in 10-15 years. She had four questions:
 - a. Would the Town ever move the administrative functions back into the Town Hall building after it was renovated?
 - b. What was the rationale for the 10-15 year time period?
 - c. Would there be no meetings at all in the PSC in 10-15 years?
 - d. What is the future of the Town Hall?

The Committee discussed these issues. Even with the space at the PSC there is a need for space for meetings, functions, presentations, and other activities. Volunteers are a major support for the Town and the work that needs to be accomplished by these volunteers is necessary for the Town to function effectively. Providing space for volunteers to perform these tasks should be a priority for the Town.

6. The Committee discussed the possibility of other functions being held at the renovated Town Hall. Ms. Woodward did research and found that other towns charge a fee for using these spaces. There is usually a cleaning security deposit required that is returned if the space is left clean and tidy as it was found. This might be a financially net neutral activity or even a slightly positive one. This is an issue the Committee will continue to research.
7. Ms. Woodward reported she received information about the proposed new well but there were still many unanswered questions from the vendor that the Committee needs to address.
8. Meeting adjourned at 5:38pm
9. Our next scheduled meeting is: Thursday, November 19, 2020 @ 4:00pm via ZOOM.

Minutes accepted by: Scott Bugbee, Chair; Ben Genes, John Tappan, Mary Woodward, Laura Gund, and Katrin Kasper at the November 19, 2020 THRC meeting.