

Pepperell Building Committee

Meeting Minutes

Thursday, October 29, 2020

I. Call to order

The meeting was called to Order by Andrew MacLean at 6:32 pm via 'Go to Meeting.'

II. Attendees

Brian Borneman, Taya Dixon, Catherine Lundeen, Andrew Maclean, David Scott, David Stairs, David Querze

III. Absent

Seth Bourgeois, Joe LoBuono

IV. Action Items

a) Committee Re-organization.

Andrew MacLean announced that Joe LoBuono has resigned as Chairperson but will remain on the committee. Quinton Cutler has resigned from the committee. Andrew plans to ask the Select Board to consider expanding the committee and wanted committee input into the pros and cons. He consensus was that a slightly larger committee could provide areas of expertise desired.

Andrew then asked for nominations for the Chair position. Brian Borneman nominated Cathy Lundeen, it was seconded by David Stairs. There were no other nominations and Cathy Lundeen was unanimously elected, 7-0.

Cathy Lundeen assumed the chair.

b) Draft report

Andrew MacLean discussed the draft report that was started after the July meeting. The committee discussed the purpose of the report which was to substantiate the need for and to help garner support for the construction of new facilities, specifically a public safety building. Discussion moved from locations and a viewing of a map of available parcels, to program needs, to existing building limitations. The committee then created an outline of the necessary components of the report. In the midst of the discussion, Chief

Scott suggested that Taya Dixon may be a good fit to replace Cathy Lundeen as clerk.

Cathy Lundeen nominated Taya to be the clerk and Brian Borneman seconded the motion. The committee voted 7-0 to elect Taya Clerk.

Andrew MacLean indicated he would provide the outline to all committee members and that they should forward their individual input to Taya who will compile it into a report format. The committee hopes to see a new draft at the next meeting.

c) **Schedule**

The committee agreed to begin meeting more frequently and set the next meeting for 11/19/2020.

d) **Minutes**

David Stairs motioned to accept the minutes of the March 5, 2020 building committee meeting as presented. Cathy Lundeen seconded. The committee voted 7-0 to approve them.

Brian Borneman motioned to accept the minutes of the July 23, 2020 meeting. David Stairs seconded. The committee voted 7-0 to approve them.

V. Next Meeting/Adjournment

- a) Next Meeting: Thursday, November 19, 2020 via 'Go to Meeting 6:30 pm.
- b) Brian Borneman motioned to adjourn Seconded by David Stairs and unanimously approved. Meeting adjourned at 7:39 pm.