

**TOWN OF RYE  
SELECT BOARD  
&  
BUDGET COMMITTEE  
MEETING  
Monday, June 21, 2021  
5:45 p.m.  
Rye Town Hall**

***Select Board Present: Chair Phil Winslow, Selectman Bill Epperson and Selectwoman Mae Bradshaw***

***Budget Committee Members: Jaci Grote, Peggy Balboni, Doug Abrams, Scott Marion, Ralph Hickson, Jeffrey Ross and Kevin Brandon***

***Others Present: Town Administrator Becky Bergeron and Architect Charles Hoyt***

**I. Call To Order and Pledge of Allegiance**

Chair Winslow called the meeting to order 5:30 p.m. and led the Pledge of Allegiance.

**II. Discussion of Town Hall Annex Renovation Proposal**

Town Administrator Bergeron explained the purpose for the meeting is to discuss expenditures in excess of \$25,000 to renovate the former TD Bank building, (now referred to the Town Hall Annex). The Select Board has received several proposals and after going through the evaluation process has decided that the proposal from Charles Hoyt Designs is the one that will best meet the needs of the Town. Having been a Rye resident and a member of the Rye Historic District Commission, Mr. Hoyt is intimately familiar with the HDC guidelines, what is required and what the Town is looking for in those renovations to meet the vision and needs, both with the interior and exterior. Also, Mr. Hoyt has provided a timeline that is favorable to the needs of the Town.

Chair Winslow explained that this is just for the design work. After which, an RFP will go out for the construction. The Select Board will bring that back to the Budget Committee sometime in August. This phase does not include any permits.

Mr. Hoyt explained that it includes the as-built drawings, a thorough investigation of the building, both interior floor plan and elevations, and schematic design work. Once the look and design of the exterior and interior are established, the architectural working drawings will be done, which includes all the structural components.

It was noted that Eric Weinrieb of Altus Engineering will be preparing the design for the septic system. That will be in addition to this proposal. The Town has five years to remove the old system.

Article three of the proposal talks about an additional foundation plan, additional first floor framing plan, and additional second floor framing plan. Chair Winslow explained that based on their original plan, they would like to expand to 2,700 square feet. That would allow the second floor of the Town Hall to be cleared and opened up for meeting, recreation and event space. The only offices that would stay in the Town Hall would be the Building Department and Planning and Zoning. This would be done at a future date.

Mr. Hoyt further explained that the intent is to do a single-story extension off the back of the building. The reference regarding the second floor is to design the floor structure to accommodate storage.

Selectwoman Bradshaw clarified that the design that Mr. Hoyt will be doing is for the main level of the building. It will include an addition of 300 square feet on the back of the building to accommodate the Town Administrator and her assistant. This would be done later at some point. For now, they will be doing the interior of the main floor and preparing the second floor for storage.

There was concern regarding the design, size, and location of the new septic system. The concern is that there will be more people working in the building. The Select Board will raise these concerns to Mr. Weinrieb.

Budget Committee Member Brandon pointed out that the Town now owns this building and needs to maximize this asset as a beneficial use for the Town for the “long haul”. It is important to know what its maximum compacity is, whether it is the septic or the square footage for personnel. It is not going to happen right now, but it is something that needs to be known. Everyone needs to know what the latitude is, in order to leverage and maximize what the Town owns.

Mr. Hoyt agreed and stated that he will be exploring those questions as he is doing the schematic design. The additional room will not be built now, but will be designed and planned for along with the existing building, in order to take it into account for future expansion.

There was discussion about potential design ideas of both the Town Hall Annex and the Town Hall. Mr. Hoyt stated that he will better know what is possible when he puts the current floor plans and site plans into the CAD system.

Chair Winslow pointed out that the money to renovate the Town Hall will have to come from a warrant article in 2022.

Town Administrator Bergeron explained that the Select Board voted to accept and expend the amount that is over and above the \$280,000 for renovations. If the amount is over the \$411,000, they would have to go back to the voters with a warrant article.

Budget Committee Member Grote requested that the Select Board meet with the Budget Committee, if they find they need to go over the \$280,000.

The Select Board agreed.

**Motion by Doug Abrams to approve the expenditure of \$29,000 for Charles Hoyt Designs for the building designs of the Town Hall Annex. Seconded by Scott Marion. All in Favor Motion passed.**

**III. Other Business**

*No other business before the Selectboard or Budget Committee.*

**ADJOURNMENT**

**Motion by Ralph Hickson to Adjourn Budget Committee meeting at 6:13 p.m. Seconded by Scott Marion. All in Favor. Motion Passed.**

**Motion by Bill Epperson to Adjourn Select Board meeting at 6:14 p.m. Seconded by Mae Bradshaw. All in Favor. Motion Passed.**

Respectfully Submitted,  
Dyana F. Ledger