

**Tracy Hall Working Group**  
**Special Meeting at the Norwich Inn**  
**Friday, April 17, 2026 – 8:30 am**

**Present:** Kimo Griggs, David Macaulay, Aaron Lamperti and Pamela Smith

1. **Introductions** – all present had the chance to provide their names and express why they were there.
2. **Election of Chair, Vice-Chair & Secretary** –  
Elections were not held. This agenda item will be on the agenda of the next meeting.
3. **Chair reports on OML requirements, policies and suggested meeting days/times**  
With no Chair to give this explanation, Griggs explained that this group is advisory and will follow the OML requirements as required by statute. He would like to meet once or twice per week for a period of 2-3 months. Friday mornings will be explored as a regular meeting time.
4. **Open discussion related to Tracy Hall**  
Griggs gave a brief history of Tracy Hall. The last renovation was completed in 1994/95. Griggs had architectural drawings from that renovation. Several ideas about how Tracy Hall could be renovated to better serve the Town were discussed. Those ideas included an addition on the south side of the building with a one- or two-story structure to house offices. This configuration would bring all town employees together in a more functional environment. This design would explore the possibility of including ramps that could eliminate the need for an elevator. Another idea was to utilize the gymnasium for office space. A “building within a building” in the current gymnasium space could address some of the weatherization concerns of the current structure. This would mean that town-wide events such as Town Meeting (the informational hearing and voting) would need to be relocated. Smith suggested that many towns utilize their school for these functions and wondered if the multi-purpose room and gymnasium at MCS might be available for these events. Smith also suggested that involvement by one or more members of the Norwich School Board should be sought for this group to bring about collaboration and inclusion. Issues of space usage to increase functionality, energy conservation and ventilation were all discussed. Lamperti stated that the Article 36 group ascertained that Tracy Hall is not a historic building and not subject to the restrictions imposed on historic buildings.
5. **Goal Setting**  
Griggs stated that it is his goal to bring all ideas to the table. He stated that he wishes to keep the group moving at a fairly fast pace in order to facilitate moving the Tracy Hall project forward.
6. **Adjournment**  
The meeting ended at 8:47am.

Minutes taken by Pam Smith.