

**Tracy Hall Working Group**  
**Special Meeting at the Norwich Inn**  
**Monday, June 29, 2026 – 8:30 am**

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

**1. Introductions** – The meeting was called to order at 8:30am. No introductions were needed.

**2. Approve Agenda**

The agenda was approved by unanimous consent.

**3. Update: Proposed program requirements/sketches for Tracy Hall improvements**

Some draft sketches were presented showing an addition to TH on the south side facing the green and adding an entry structure on the Main Street side with stairs and a new elevator. The roof on the addition would be metal with dormers to break up falling snow. The addition could also be on the north side, which would eliminate the current parking spaces. Griggs explained that an addition would allow all town employees to be in close proximity and create the adjacencies that would improve communication and coordination among Town departments. There was concern that an addition of this type could limit the Town's eligibility to seek grant funds for this project.

Some discussion centered around the future use of the lower level of TH and the two offices on the upper level on the Main Street side currently used by Planning and Rec. One suggestion was to create one large meeting room on the upper level on the Church Street side that might be used for Selectboard, Planning, Committee and other types of meetings.

**Open Discussion related to Tracy Hall futures**

Lamperti suggested that the presentation might be a "maximum" approach. He suggested looking at some scenarios that would be a minimalist approach and an intermediate approach. Smith concurred that this a good idea as most residents will be more concerned with the overall cost and less concerned with the internal configuration of offices. Smith suggested thinking about utilizing the current Multi-Purpose Room for office space and an expanded kitchen and staff breakroom along with the earlier suggestion of a large meeting room on the upper floor as the new "Multi-Purpose Room". Smith likes having the TH entry on Main Street, as the address for TH is 300 Main Street.

**4. Goal Setting for Future Meetings**

Additional scenarios will be sketched based on Lamperti's suggestion of minimalist and intermediary approaches. Macaulay and Griggs offered assistance in this effort.

**5. Adjournment**

The meeting adjourned at 9:25am by unanimous consent.

Minutes taken by Pam Smith