

HUB COMMITTEE MEETING

June 25, 2020

In Attendance:

Members Present: Chairperson, Ann Smith, Larry Chapman, Rick Shew, Mayor Janet Winkler

Others Present: Town Manager, Rebecca Bentley, Steering Committee Member, Kathy Carroll, Town Clerk, Tammy Swanson and HUB Manager, Janice Woodie

Call to Order:

Ann Smith called the meeting to order, and led the group in prayer.

Update on New Leases:

Janice reviewed the list of new businesses that have shown interest in leasing space at HUB Station.

1 – CE Books, Legos and Aeroponic Plant Growing System – CE Books/Legos was formerly located in another location in Hudson, and they are interested in renting space at the HUB – Building A. Janice commented that the Aeroponic Plant System is a process that involves air grown plants.

Janice stated that CE Books/Legos would like to pay a year's rent in advance, and they want to know if they could receive a discount for paying early. The rent for the space they are interested in is \$600 per month (\$7,200 per year).

Rick stated that in his opinion our rental rates are low, and he would not suggest going any lower than a 5% discount. He added that a 5% discount for the CE Books/Legos contract would be \$360.

Janet commented that we also have to consider that we have other tenants that were not offered any type of discount for early payment.

Motion: (Rick Shew/Larry Chapman) to recommend offering a 5% discount for tenants that pay rent 12 months in advance. Unanimously approved.

2-Junk Gypsy Angels – Angie Warren is interested in renting a space at the HUB for her antique business.

Kathy stated that Angie requested a 6-months lease instead of a one-year lease. Kathy explained that Angie's intent is to keep the business going; however, if the economy goes down, she does not want to be obligated to a long contract.

Rebecca stated that there is an exit clause in the contract, with a 60-day exit notice. She commented that she didn't think the contract needed to be altered to accommodate a 6-month lease.

Janice commented that if the building is closed due to COVID-19, the tenants will not be required to pay rent during the closure period.

Janet stated that if Angie is uncomfortable about signing a one-year lease, we could explain that we realize we are living in uncertain economic times, and we will be working with our tenants as needed.

3 – Jan Karon – wants to rent another space. Ann stated that she will be occupying an entire wing.

Rick asked who is going to be monitoring Jan's things.

Ann stated that she has insurance, and there are volunteers to help with tours of her space.

Kathy stated that some of Jan's things are non-replaceable, but she has insurance and we have insurance.

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Ann stated that Jan would like to set a meeting with the Board of Commissioners whenever possible just to talk and get to know the Board Members.

4 – Kathy Carroll is renting a room in the suite area to sell snacks during some of the events. Kathy commented that the space would be a kind of break room.

Larry asked if the room would be open all the time with snacks, etc.

Kathy stated that she is anticipating having it open at certain times. She stated that she would like to promote downtown businesses by having box lunches available during special events from the downtown restaurants.

Rebecca commented that having a break area would be good.

5 – Massage Therapist – is looking at renting some of the other rooms in the suite area.

6 – Music School – Ann stated that some of the classes being considered for the school are piano lessons, ballroom dancing lessons, jazz band, fife and drum lessons, etc.

Update on Veterans' Program (Arts Council)

Ann stated that the Arts Council plans to hold the Veteran's program upstairs when the elevator is in; however, for the time being, the program will be done virtually.

Janet commented that since the Arts Council is using this space for free, we do not need to give them a prime rental space that someone else may be interested in renting.

Kathy commented that most of the rooms upstairs are the same for rental purposes.

Discuss Including Survey with Tax Bill Mailing:

Ann stated that in order to find out what types of programs people would like to see offered at HUB Station, the idea of a survey has been discussed by members of the Steering Committee. She suggested that in order to save postage, the survey might could be inserted with the tax statements when they are mailed in July.

It was suggested that our taxpayers may get the wrong idea about funding for HUB Station, and may think the improvements are being paid for through tax dollars, while all of the improvements have been made through donations and fundraisers.

Discuss Possible Changes to Billboard:

Ann suggested that when it is time to change out the billboard, she would suggest advertising what we have going on at HUB Station.

Janet commented that since COVID-19 might be with us for a while, she would like for the billboard to stay as it is for now to recognize our hometown heroes.

Technical Updates – Advertising for HUB Station:

Kathy stated that the website for HUB Station is still "under construction." She stated that they need pictures of the facility, which she planned to take after the meeting.

Ann suggested that we need to make sure we are posting on all social media, i.e., Facebook, Instagram, etc. Ann added that Jan Karon is working on an advertising campaign for HUB Station.

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Discuss Issues with Ceiling in HUB Auditorium:

Janice stated that earlier in the week, part of the ceiling in the auditorium fell. She stated that the material that fell was wet. Joe Icard who is the contractor for the roof, found a hole in the roof near where the section fell. Joe thought the hole may have been created when an old unit was removed from the roof.

The group suggested that Rebecca check with insurance about covering the damage. Rebecca suggested having contractor John Moore look at how the problem can be repaired.

Discuss Tearing Down Old Building: Janice discussed the old building that is located behind B Building, and she stated that in her opinion it needs to go. She stated that she had Barry Cloer look at the building and estimate how much it would cost to tear it down. Barry gave a quote of \$1,500 to tear down the building.

Adjournment:

Motion: (Larry Chapman/Rick Shew) to adjourn the meeting. Unanimously approved.

Tamra T. Swanson, Town Clerk