

**Town Hall Preservation Committee**  
**January 20, 2010**  
**Unofficial Meeting Minutes**

Committee members in attendance: J. McHugh, D. Ross and N. VanScoy

Public: D. O'Brien- press, J. Sullivan and K. Northrup

6:00 Open discussion on Warrant Article

D. Ross presented his proposal for a Warrant Article the committee would request the Town Council place on the May 2010 ballot. The committee and the public engaged in open discussion; which included subjects related to the specific wording of the article, the intent of the article, what it would mean to the Committee if the Article passed/failed and how the public might interpret the Article.

As presented: To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of maintaining and preserving the building historically known as the "Town Hall" at 16 Main Street for the benefit of prosperity, and to raise and appropriate the sum of \$1.00 to be placed in said Fund. *This fund is needed to guarantee the grantors that any donations, grants and awards received for this purpose will not be used for any other purpose.*

7:00 pm

In Attendance: J. McHugh, N. VanScoy and D. Ross

N. VanScoy agreed to take minutes

Recognized the 2 open positions on the Committee and invited the public to apply and encourage their neighbors to apply if interested.

Reviewed Mission Statement- 1 typo noted and corrected below:

The primary objective of the Town Hall Preservation Committee shall be to pursue and engage in courses of action intended to **stabilize, preserve and maintain** the building historically known as the Hooksett Town Hall located at 16 Main Street. The Committee will **conduct research, consult with a variety of entities and generate plans**, which will not only focus on the building, but on its potential benefits to the town. The Committee will **engage(~~ing~~) the community** and encourage funding through donations, grants and various fund raising activities, as allowed by the law and Town Council.

Discussed presenting the Warrant Article to the Town Council. Consensus was to rewrite the article more clearly defining the intent of the fund and the source of the funding. New wording will be emailed to committee for further consideration. It was also requested that the Town Administrator be asked to review the article and provide her opinion for wording.

Reviewed ACCOMPLISHMENTS

Creation of Mission Statement

Acceptance of Mission Statement by Town council

Reviewed Accomplishments (continued)

Approval from Town Council to apply for NH Plan Charette  
Community Involvement

Article in newspaper

Invitation to Historical Society & Heritage Commission

Property walk through with Maggie Steir, NH Preservation Alliance

OLD BUSINESS

Discussed the need for a Property Assessment. It was suggested that a property assessment would tell the committee what the needs of the building were and help identify options for future use. It was suggested to ask the Town code Enforcement Officer to provide an assessment. There was concern that they CEO would not get involved without a set of plans. It was determined that the committee would reach out to the full committee to see if there was someone with the skills & time available to provide a property assessment and generate plans for consideration.

Discussed if the committee should apply for the NH Plans Charette. Concern was expressed that without a clear path and a clear show of support from the community the application would not be considered. N. VanScoy offered to write up the application identifying our need and the support we have from the Town Council. It was decided by consensus to apply since there was no fee for application and no repercussion.

Discussed performing a Community Survey. There were many ideas discussed such as types of surveys and how to interpret them. It was decided that ideas for survey questions and survey execution should be brought to the next meeting when the committee would consider the idea.

We discussed steps already taken to obtain Expert Advice and discussed the need to continue looking for volunteers and considering ideas for fund raising and donation solicitation.

NEW BUSINESS

Discussed applying for an Office of Energy Planning grant for Building Energy Efficiency Measures. A letter of Intent to Submit has been accepted.

K. Northrup ask if the committee had considered the offer from Mary Kate Ryan for an Energy Assessment. The committee was not aware of the offer but expressed an interest and asked for the information to be forwarded.

Motion to adjourn.

Motion: J. McHugh

Second: N. VanScoy

Motion Passed unanimously

7:57 pm

Minutes taken by N. Van Scoy