



OFFICIAL MINUTES OF MEETING
July 31, 2013 (Meeting set for 6/26/13
was cancelled)

Members present: Jim Sullivan, Kathie Northrup, Tom Walsh. Also present: Katie Rosengren, Dean Shankle, JoAnn Duffy. Meeting called to order at 5:15 p.m. at the council chambers. Tom moved acceptance of the 6/5/13 minutes; Jim seconded. Unanimously approved.

Katie gave us an update on the NHPA grant application. She finally got an estimate from the architect—\$25,000 and six months to do the work. This includes both engineering and architectural services. She also had an opportunity to speak with the chair of the Dunbarton committee working on their town hall. They sent a copy of their RFP. Their winning bid, from 2012, was \$10,000 for condition assessment. Bids ranged from \$3,000 to \$34,000. They asked for architectural only as a local engineer donated his services. They did a walk-through with interested bidders, 11 responded, and they interviewed five. The one chosen was not the lowest bid.

Katie recommended seeking competitive bids with perhaps a 30-day response time.

Discussed how much interior work is too much if we delay applying for the grant. Reviewed again P. Michaud's advice about 1961/1976 renovations not having much historical value; okay to remove.

Will wait on preparing RFP to clarify scope. Decided to get input from M. Stier—what is first priority: engineering or architectural? Group will also try to find a volunteer engineer and get a reasonable estimate for a condition assessment.

Talked about the possibility of LCHIP. We must first get on the LCHIP register, then the time line for the upcoming round of LCHIP is:

July 22, 2013 Grant Round opens, application available on LCHIP website (www.lchip.org)
July 30, 2013 Grant Writing Workshops September 13, 2013 Application due at LCHIP office
December 18, 2013 Board Decision making

Attendance at the grant writing workshop was noted as “mandatory.” No one attended.

Tom has a group of interested professionals but getting the group together has been problematic.

Update on work on barrier-free access at Prescott/side door of old town hall. Ramps and platforms have been poured, railing to be installed tomorrow. The old ramp at the front door of the town hall has been removed. Questions and discussion about what kind of door will be put in the addition. Members wondered if this was to be a permanent installation depending on what is done with the front door on the town hall building. This is quite a visible exterior element.

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Next steps: get guidance from M. Stier; Tom will work to get crew together. He now has a key to the building.

Meeting adjourned at 6:05 p.m.

Kathleen Northrup, Member
August 4, 2013

Next meeting - Monday, August 19, 5:00 p.m., council reading room