

TOWN HALL PRESERVATION COMMITTEE
TOWN OF HOOKSETT

OFFICIAL MINUTES OF MEETING
October 21, 2013

Members present: Jim Sullivan, Tom Walsh. Excused: Kathie Northrup. Also present: Dr. Dean Shankle, Katie Rosengren, Jo Ann Duffy, Leo Lessard.

(The meeting previously set for 8/19/13 was not held. That was the same day T.F. Moran did their inspection of the Town Hall so we postponed the meeting.)

Meeting called to order at 5:05pm in Administration-Municipal Building

Tom moved acceptance of the 7/31/13 minutes; Jim seconded. Unanimously approved.

Engineering Report: The engineering report based off of TFMoran's preliminary observation of Old Town Hall on 8/19 was reviewed. Leo spoke with Bob Duval (TFM President) who said that the building is in great shape overall, there should be no problem taking down the 2nd floor and that as we take it apart we should be careful for hazardous materials (i.e. asbestos). Tom agreed that the building looked good inside and out. All were in agreement that a thank you note should be sent to TFMoran.

Update on Grant: The committee discussed working on a RFP for an architect. Dunbarton's RFP will be used as a guide. The RFP will specify that the committee seeks to restore the single/first floor as well as the addition that was put on in the 1930s (a possible expanded display/meeting/pantry area) and eliminate the aluminum siding outside. It will also be specified that it could be rented for small meetings or community gatherings. The architect will be expected to provide a conditions assessment which will state the current condition of the building, any possible uses that the committee has not considered and which areas of the building they should be careful to protect historic integrity. Katie will draft the RFP and once completed submit to the committee. A timeline will then be created for the process which will most likely involve a site walk a few weeks after the posting and the submission deadline approximately a month after posting.

Demolition Progress: Tom updated that volunteer electricians worked for half a day where they completed 90% of the wiring and lighting removal on the 2nd floor main room. In the near future 3 to 4 volunteers will work for half of a day to knock down studs and help expose the ceiling. The phone lines come into the 2nd floor and are very large. The cables need to be moved, which will also create an issue with the fire alarm as it uses the phone line. Tom will work to arrange a meeting with the utility company and Dr. Shankle on site to review options. Tom is having trouble finding a volunteer plumber to conduct the work needed on a volunteer basis. The heating loops for the forced hot water will be a big project. He and Dr. Shankle will examine the plumbing and options most likely during their site visit with the phone company. The exterior door and ramp at the Prescott building are complete. Tom will look at the door molding and details. In the future the committee will review materials used.

Meeting adjourned at 5:58pm