

TOWN HALL PRESERVATION COMMITTEE
TOWN OF HOOKSETT



MINUTES OF MEETING
November 19, 2013

Members present: Jim Sullivan, Kathie Northrup, Tom Walsh. Also present: Katie Rosengren, Dean Shankle, JoAnn Duffy.

Meeting called to order at 5:00 p.m. in the admin conference room.

Tom moved acceptance of the 10/21/13 minutes; Jim seconded. Unanimously approved.

Reviewed in detail Katie's draft of the RFP for a conditions assessment by an architectural firm. Katie had spoken with Dunbarton and used their RFP as a starting point.

Decided to use the word "rehabilitation" rather than "restoration" to correctly characterize our project. Members provided measurements and other missing information. Our report from T.F. Moran will serve as the engineer's assessment. Set the pre-proposal meeting for December 4 at 10 a.m.

Katie advised that the Director of Finance would have to review the final RFP for compliance with town regulations. Page 3 mentions presence of asbestos. Committee asked Katie to check with Dunbarton to see what they did.

Tom moved to approve the RFP draft as amended during our discussion; Kathie seconded. Unanimously approved.

Tom has not been back to the site since our last meeting. He questioned whether proceeds from the sale of items of value removed from the building (copper piping, wire, possibly the elevator, etc.) could be applied back to the project. Kathie mentioned that the town has allowed this in the past. Pews and other items from Head School were sold by the Heritage Commission and funds used for the rehabilitation project. Dean will check and let us know.

As discussed briefly at our last meeting, reaffirmed that any alterations (and materials used) to the building should be reviewed and approved by this committee.

Meeting adjourned at 6:05 p.m.

Kathleen Northrup, Member
November 25, 2013

Next meeting - to be determined