

TOWN HALL PRESERVATION COMMITTEE
TOWN OF HOOKSETT



MINUTES OF MEETING
July 20, 2015
(There was no July 6 meeting)

Members present: Kathie Northrup, Jim Sullivan. Staff present: Katie Rosengren, Diane Boyce, Matt Lavoie (11:15 a.m.), Jo Ann Duffy (11:15 a.m.)

Meeting called to order at 11:10 a.m. in admin conference room.

Jim moved to accept minutes of 6/1/15, Kathie seconded. Unanimously approved.

PUBLIC INPUT: None

COMMUNICATIONS, CORRESPONDENCE AND MISCELLANEOUS:

1. Any budget consideration for 16-17? Thru DPW? Discussed under Fundraising/Funding.
2. Jo Ann and Kathie still work on CIP? Yes, Jo Ann will set a meeting in the next month or so.
3. We've been invited to Robie's Country Store open house on 7/25 to talk to visitors about progress, etc. Will have photo and schematics display boards. Jo Ann covering 11 a.m. to 1 p.m.; Kathie covering the rest of the time.
4. Kathie added photos of Pinnacle/river/bridge, old town hall, Head's, MSM, and Arah Prescott Library to Division of Historical Resource's My New Hampshire, an interactive online map of special places.
<http://nhdhr.maps.arcgis.com/apps/Viewer/index.html?appid=539d068631644a47aea42fb61b718237>.
5. Approve Annual Report. Kathie had emailed a draft report to members. Jim moved to approve, Kathie seconded. Unanimously approved.

REVIEW ASSIGNMENTS:

see individual sections below

Took Old Business first:

OLD BUSINESS:

LCHIP

Katie and Kathie attended required workshop on 6/3.

Intent to apply filed 6/8; application hand delivered on due date 6/26. Requested \$19,000 grant from a Total Project Value of \$40,545, for restoration of the 4 large windows.

Katie briefed us on the details of the application and decisions made. She contacted estimator to confirm items that should be included in the task.

There may be a delay in funding release because of the state budget veto. Plan had been July to mid Oct staff review and site visits; mid to late Oct review panels, mid Nov LCHIP board decision; mid November notification, mid to late Nov press/celebration. End may now be in January.

Katie will send an electronic copy of the application to the members should they wish to review it.

NEW BUSINESS:

Funding/Fund-Raising

NHPA grant for building assessment--LCHIP recommends we have this done to keep eligibility for future LCHIP applications.

LCHIP reviewed application. Because our request is under \$50,000, we didn't need a building assessment for this application, but they recommend that we have UK "draw up a prioritized and descriptive list of the building's character-defining features. The long term project has a large scope of work which encompasses the entire structure so it would be wise to be fully aware of the building's character defining features as a way to ensure their preservation throughout the project. This would also be necessary to round out your current assessment materials if you wanted to apply for LCHIP funding for later phases of this project. Let me know if you have any questions about the assessment materials or the application."

Kathie contacted UK. Preservation Alliance now has grant money which we could apply to an assessment. The grants are matching 1:1, up to 50% of cost up to maximum of \$4,500, rolling review monthly, so no particular due date.

Kathie contacted UK. Chris reviewed LCHIP standards and advises appropriate report could be done for \$2,118. Our half \$1,059, apply for \$1,059. After discussion decided we should apply now. Although not needed now, better to do while some details are fresh in UK's memory, etc.

We will leave to Dean the determination of where our share would come from.

Katie will prepare the application.

Budget consideration for 16-17--Diane will include \$10,000 again this year in her building maintenance budget for use at old town hall.

Volunteers

Kathie has found a volunteer to stabilize the chairs we got from the library. Diane will arrange for a key so he can work at his convenience.

Deconstruction

Diane will visit the site and give us an update. She will also find out whether the electrical and security work done so far was billed or donated.

Electric panel will be installed in the barrier-free entrance vestibule. Elevator has not yet been removed.

Diane reminded about taking progress photos.

ASSIGNMENTS:

1. Jo Ann, set CIP preparation meeting
2. Kathie, Jo Ann, cover Robie's Open House 7/25
3. Katie, email copy of LCHIP application to members
4. Katie, prepare NHPA grant application
5. Diane, entry key and code for volunteer
6. Diane, update to committee on status of work done and to be done

Minutes, Town Hall Preservation Committee
July 20, 2015
Page 3

Meeting adjourned 12:05 p.m.

Kathleen Northrup, Chair
August 12, 2015

NEXT MEETING - MONDAY, SEPTEMBER 21, 2015 - 11 a.m.