

TOWN HALL PRESERVATION COMMITTEE
TOWN OF HOOKSETT



MINUTES OF MEETING

October 5, 2015

(There were no August or September regular meetings)

Members present: Kathie Northrup, Jim Sullivan. Staff present: Katie Rosengren, Diane Boyce (11:10 a.m.), Matt Lavoie.

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

Jim moved to accept minutes of 7/20/15, Kathie seconded. Unanimously approved.

PUBLIC INPUT: None

COMMUNICATIONS, CORRESPONDENCE AND MISCELLANEOUS:

1. Very busy day at Old Home Day 9/19/15. Kathie covered joint booth with Hooksett Heritage Commission and Town Hall Preservation Committee. Lots of visitors viewed plans and photos. Good merchandise sales.

REVIEW ASSIGNMENTS:

1. Kathie and Jo Ann covered the Robie's Open House on 7/25. Displayed photos and schematics for discussion with visitors.

NEW BUSINESS:

None.

OLD BUSINESS:

Volunteers

Our volunteer to repair the chairs has not yet contacted DPW for a key and code.

Building

Diane set up a meeting at old town hall on September 22. This was held in lieu of our regular meeting on 9/21. Present were Dean, Diane, Kathie, M. Hoisington of the FRD, Katie, and John Soulia (maintenance) along with an electrician (Ian Cote) and an alarm tech (Dave Ross). Katie had prepared notes of the meeting which were sent to members. Matt offered a comment to the discussion regarding reuse of the existing duct work. Matt's comments are incorporated into the notes which are attached. Discussed briefly the comment regarding a mini-split system and holes in the walls. Matt advises that the commercial mini-split application is different from home installation. We will have to discuss the "to do" items at our next meeting.

At the conclusion of the on-site meeting, it was decided that Diane would get estimates on fire panel/alarm and electrical. After reviewing those, we could decide where the money would come from, when it would be available, and whether we could then proceed with the ceiling or it would have to wait. It was decided that Diane would ask for the estimates by October 16.

Diane advised that some work had taken place since the on-site meeting. She showed a photo of the elevator area on the second floor.

Funding/Fund-Raising

Jo Ann, set CIP preparation meeting. Deferred, Jo Ann absent. Kathie will follow up with her regarding deadline. Diane offered her assistance.

Katie, prepare NHPA grant application–Done. Got written estimate from UK to do further work under the NHPA grant. The application was sent in last week. Our match: \$1,333.

Katie, email copy of LCHIP application to members–Done.

LCHIP representatives (Dijit Taylor and Jenna Lapachinski) made a field visit to the old town hall on 9/8/15. Present were Kathie, Diane, Katie, Jim Donison, and John Soulia. Spent considerable time discussing the project and touring the building. Cash match: \$9,765.

ASSIGNMENTS:

1. Jo Ann, set CIP preparation meeting
2. Diane, get estimates by 10/16/15 for electrical and alarm.

Meeting adjourned 11:35 p.m.

Kathleen Northrup, Chair
October 12, 2015

NEXT MEETING - MONDAY, NOVEMBER 2, 2015 - 11 a.m.

Town Hall Site Visit Notes

9/22/15

Started at 9 a.m.

In attendance: Dr. Dean E. Shankle, Jr., Kathie Northrup, Michael Hoisington, Katie Rosengren, Diane Boyce, John Soulia. Also in attendance Ian Cote, electrician and David Ross, D.P. Ross Home Electronics.

-The emergency entrance and alarm system will be in the back. A new door will be installed in the addition. This way wiring and panels will not need to be moved to the front of the building.

-The fire panel will have addressables, a map of the building and exits. The system will require heat and smoke detectors in the ceiling which will need fewer holes than the number that currently exist. Dave Ross will propose where the detectors should go.

-Discussion ensued about salvaging the existing duct work for the new heating system (to save money). Code Enforcement Officer Matt Lavoie later advised against this considering the existing duct work will likely be undersized for the new layout, the insulation on the duct work will not meet today's codes and also mechanical codes require all duct work be sealed, and it is highly unlikely that the existing duct work has been sealed due to its age.

-Ian has already completed some rough wiring for the lighting based on the original lighting locations. Lighting fixtures will need to be selected and installed before the floor is removed. He preliminarily suggests pendant lighting with enough lumens to support the entire hall with controls for dimming etc., plus wall sconces and small stage lighting downstairs.

-Dave Ross suggests we ensure the spiral staircase accommodates the size of the furnace if necessary.

-Once the old alarm system has been removed the telephone cables will need to be removed. New lines should be installed first then the old lines and panel removed (along with old municipal fire wire and radio cable).

To do:

- Get estimates from Dave Ross and Ian Cote. Katie will email schematics to both.
- Frame bathroom wall for wiring and alarm (then only need to install the panels once)
- Move existing and install new fire and alarm panels in bathroom (needs electrical wiring), continuous service is required
- Install new heat sensors in ceiling
- Install new phone lines and remove old
- Select lighting fixtures
- Decide on balcony and spiral staircase
- Have HVAC technician provide suggestions for heating/cooling and estimates
- Remove lift
- Remove radio tower if feasible
- Remove duct work

Katie Rosengren