

TOWN HALL PRESERVATION COMMITTEE  
TOWN OF HOOKSETT



MINUTES OF MEETING  
JULY 18, 2016

Members present: Kathie Northrup, Jim Sullivan, Kristen Payton. Staff present: Katie Ambrose, Diane Boyce.

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

Welcomed our new member, Kristen Payton, who was appointed at the last council meeting.

Jim moved acceptance of 4/4/16 minutes; unanimously approved. Kathie moved acceptance of the June 6 minutes, approved. There was no May meeting.

**PUBLIC INPUT:**

None

**COMMUNICATIONS, CORRESPONDENCE AND MISCELLANEOUS:**

1. Election of chair. Jim nominated Kathie; Kristen seconded. Unanimously elected.
2. Kathie suggested putting some progress photos on the town website. Members agreed.
3. A draft of the annual report had been sent to members for review. Jim moved to approve the report as written; Kristen seconded. Unanimously approved.
4. Piano has been delivered to old town hall.

**REVIEW ASSIGNMENTS:**

1. Diane, remove counter. Diane will have it removed.
2. Diane, tarps to cover chairs, cases, piano. Will get a couple more tarps.
3. Diane, pick up bricks at Prescott. Diane was in contact with R. Duhaime. He said he would stack the bricks on pallets so she can move them to DPW.

**NEW BUSINESS:**

1. We've been offered a sound system for the hall. We have not yet explored or priced a sound system. The consensus was to accept the system to use at least until we get a system designed for the hall. Kathie will get cost value from the donor and get the donation put on an upcoming council agenda.

**OLD BUSINESS:**

**Building Condition Assessment**

Katie, consolidated comments to NHPA///done

We had expected the final assessment report, including comments from NHPA, would have been received by now, but it has not. Hopefully we will have it by our August meeting.

Funding/Fundraising

Discussed DPW budget request for 2017-2018. Decided to request the same amount as this fiscal year—\$20,000. We anticipate targeting the installation of two finished bathrooms and, if cost efficient, rough plumbing for the kitchen. Diane will review the figures with Matt as he was not present today.

Kathie asked members to think about the next task suitable for a grant request (historic feature). She suggested that restoration of the front door may be possibility.

Also discussed briefly the possibility of a capital campaign. More at a future meeting. Questioned whether we can seek in-kind donations.

**ASSIGNMENTS:**

1. Kathie, photos for website
2. Diane, remove counter.
3. Diane, tarps to cover chairs, cases, piano.
4. Diane, pick up bricks at Prescott after owner puts them on pallets.
5. Kathie, contact donor re sound system

Meeting adjourned 11:55 a.m.

Kathleen Northrup, Chair  
July 21, 2016

**NEXT MEETING - MONDAY, AUGUST 1, 2016 - 11 a.m.  
PENDING RECEIPT OF BUILDING ASSESSMENT**