

TOWN HALL PRESERVATION COMMITTEE
TOWN OF HOOKSETT



MINUTES OF MEETING

JUNE 6, 2016

(There was no May meeting)

Members present: Kathie Northrup. Excused: Jim Sullivan. Staff present: Matt Lavoie and Katie Ambrose.

Meeting called to order at 11:05 a.m. in council chambers.

Acceptance of 4/4/16 minutes deferred.

PUBLIC INPUT:

None

COMMUNICATIONS, CORRESPONDENCE AND MISCELLANEOUS:

1. Kathie finally got the keys for the display cases from SNHU.

REVIEW ASSIGNMENTS:

1. Diane, pick up bricks at Prescott for storage–no report
2. Kathie, Diane, tarps to cover chairs and cases–Kathie done
3. Kathie, send in Old Home Day registration//done 4/10/16–done.

NEW BUSINESS:

None

OLD BUSINESS:

Heritage Day, May 21

Twenty-one people visited the old town hall. Matt and Kathie provided coverage. Kathie had marked out (spray paint) the rooms in the addition and the stage area and put a sign in each saying what it will be used for. Photo boards and other information displayed. People who did visit were interested and appreciative of the opportunity to check out the progress.

Building

Kathie/Matt noticed some items on Heritage Day that were on Diane's follow up list: frame-in ceiling of stairway to balcony–done; remove remaining items on second floor--lights near stairway and mirror–done; keep wall section showing balcony curve–done.

There is a counter from either assessing or the Clerk's Office in the addition. We won't need it so unless the town can use it elsewhere, it can be removed. Kathie will notify Diane.

Skimmed through the 1889 minutes and the bid for proposed renovations. Some interesting things it seems they didn't do: add a selectmen's office to the northwest corner and another room on the southwest corner (a room on either side of the main entrance to square it off); add a fireproof vault in selectmen's room. Some clues we got: flooring possibly narrow width birch; outside doors to

swing both ways and pair of inner doors to swing outward from the hall; outside wood work painted, inside soft wood painted; hard wood shellacked.

Kathie had a woodworker friend look at the chair rail and wainscoting. He says they are quite available; not necessarily custom. Wainscoting can easily be filled in where pieces are missing. L. Hengen suggested a very plain baseboard so that shouldn't be a problem either.

Milestone had hoped to get started the end of April, but we have heard nothing further. When they asked about access, Diane said DPW would open, close, and check during the day. Milestone says they work 7 a.m. to 3:30 p.m. which coincides with DPW, but we'll accommodate them if necessary.

DHR advises that we have until Sept. 30, 2016, to complete the project (not August 1 as we thought) and then another 30 days beyond that to submit the final project report. Kathie will be in touch with Milestone.

Building Condition Assessment

Kathie, more research on tin ceiling--found info in notes to verify that steel/metal ceiling was installed in 1928.

Received completed report from UK/Hengen. Discussed in detail. Thought that perhaps the report would have offered more detail on items listed under "Programmatic information" in the Scope of Services, i.e., lighting requirements finishes, etc. We didn't feel there was much specific information on phasing, e.g., "address items B through M" is quite a large chunk of work. Section 3. B, Phasing, does not reflect the intentions of the committee as discussed and outlined in previous reports; this should be revisited. Design services may be procured as part of phasing which should also be examined.

There were several emails between the consultants about the siding or removal or painting of same on the addition. The report mentions that it is (all) vinyl. Kathie believes it is vinyl on the vault and aluminum on the rest. The composition and future treatment of the siding on the pediment, cupola, etc., is not addressed.

They talk about bathrooms; those were removed more than a year ago. They also cite repairing the tin ceiling and replacing the large windows; both of these projects are in progress. The report does not reflect work already done, even as of the February visit of the consultants.

Hengen's report mentions the ability to save the wainscoting. There is no mention of the flooring or plaster.

Unsure how strictly we will be held to exact details in the report, but in Section 2 (Regulatory Agency Requirements, for example. should we add additional later years so we are not limiting ourselves to just the 1889 renovation (i.e. the addition, tin ceiling etc.).

Katie will compile a list of our comments and send them to NHPA. They have to first review the report before any funds are disbursed. All comments will then be incorporated into a final report.

Funding/Fundraising

Kathie asked members to think about who could we approach about doing a fundraiser for the project. Will discuss further at future meeting.

Kathie submitted quarterly report for period ending 3/31/16 to DHR for ceiling grant.

ASSIGNMENTS:

1. Diane, remove counter
2. Diane, tarps to cover chairs, cases
3. Diane, pick up bricks at Prescott
4. Katie, consolidated comments to NHPA

Meeting adjourned 12:30 p.m.

Kathleen Northrup, Chair
June 19, 2016

**NEXT MEETING - MONDAY, JULY 18, 2016 - 11 a.m.
(FIRST MONDAY IS A HOLIDAY)**