

TOWN HALL PRESERVATION COMMITTEE
TOWN OF HOOKSETT



MINUTES OF MEETING

February 18, 2016

(No December 2015 or January 2016 meetings)

Members present: Kathie Northrup, Jim Sullivan. Staff present: Katie Ambrose, Diane Boyce, Matt Lavoie.

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

Jim moved to accept minutes of 10/5/15, seconded and unanimously approved. Kathie moved acceptance of 11/2/15 minutes (Jim excused from that meeting); approved.

PUBLIC INPUT: None

COMMUNICATIONS, CORRESPONDENCE AND MISCELLANEOUS:

1. Briefly discussed changing the date of our meeting to avoid Monday holidays. No decision was made.

REVIEW ASSIGNMENTS:

1. Kathie, contact EverSource - Kathie contacted Mark Toussaint, Eversource Energy, Manchester, Phone: 603-634-2301, about what help they might provide. Help is a possibility, but it's a bit early. He suggests that we refer our architects to him when they start their work. Interior lighting would be prescriptive - set rebate amounts per fixture type. The insulation, etc. would be custom and would be a percentage of incremental cost.

2. Kathie, contact re piano - Kathie followed up on the piano that was offered to us by the Duhaimes at Old Home Day. After looking at the piano, agreed to take it. Council accepted the donation 2/10/16. Mr. Duhaime will arrange for delivery to old town hall. Kathie also put in a call to Pianoarts asking for advice but no return call yet. We might as well wait to follow up until we get closer to using it.

NEW BUSINESS:

1. Heritage Day in May. Heritage Commission, Town Hall Preservation Committee, Historical Society, Head School Society, Robie's Country Store Historic Preservation Corp., and probably Robie's store itself will be invited to participate. Because of the probable progress in the TH by May, there should be a lot to see so we'll do another open house, co-hosting with the Heritage Commission. Will coordinate date with other groups. Matt and Kathie will cover. N.B. Since the meeting, the date of Saturday, May 21 was chosen.

OLD BUSINESS:

Building

A staff meeting was held on Friday, January 29, with Dean, Katie, Kathie, and Diane to get an update on work at the building. Diane was to call electrician and alarm person and get their work scheduled.

At the 1/29/15 meeting/tour, it was reported that John found 2 items:

1. There may be more asbestos.
2. There was water coming in the ceiling of the addition.

Diane wasn't sure where the "new" asbestos might be or if it was considered in the previous inspection, so she will review the study and if still unsure, she will contact the company.

Diane will follow up on the water in the ceiling of the addition.

Diane advises that another electrician was hired and has started his work. He estimates another week to move the alarm panel.

Fairpoint still not done with the phone lines, but that does not delay our moving forward.

New alarm work will be put out to bid. Diane will seek assistance from the FRD for help with specs. Again we can move forward with the ceiling work. The alarm work does not need to be done first.

Decided we could tell Milestone that they can begin work on or after Monday, March 14. Kathie will contact them.

Katie reported on the site visit for the building assessment which was done on March 8 with UK (Kennedy and Lornitzo), L. Hengen, and staff (J. Donison, Katie, Matt, J. Soulia).

Consultants had questions:

- a. Is the hole by the balcony included in the bid? Framed?
Not sure. There was no hole when Milestone was first there.
- b. Front entry ceiling included?
Yes, that was already exposed when Milestone visited.

Liz mentioned putting off the painting until after the windows and trim were done.

They also said that we would have to have construction drawings for the window job. Katie will call UK to clarify then run that by LCHIP and make sure that it's something that we actually need. She will also check with LCHIP when we start to generate the RFP. Kathie will also consult with Milestone as a general contractor for their advice.

Deconstruction

More deconstruction has been done. Partitions and counters in the addition have been removed.

One of the contractors on site mentioned that the boiler was leaking; Diane said she was going to have that looked at.

Funding/Fund-Raising

To recap Building Assessment Grant: An estimate of \$1600 was received from Liz Hengen to work with UK on the NHPA grant.

The NHPA grant was accepted by council on 12/2/15. Katie coordinated paperwork, retainers, and schedules for UK and Hengen to do the conditions assessment under the grant. Site visit was done on 2/8/16. See above under Building for Katie's report on the visit.

No photos were taken of the visit.

L. Hengen will make a return visit before the end of March to gather more info.

To recap LCHIP grant award: Announcement and lunch 12/15/15; Katie and Kathie attended. Reported to council 12/16. Council accepted grant on 1/26/16 after a public hearing. This work will not commence until after 7/1/16. According to LCHIP's criteria and guidelines: "Projects with a Historic Resource component are to be completed within 24 months from the date the project was granted funding approval." We will be fine to plan the work after June 30, 2016, when our matching funds become available. At the staff meeting on 1/29/16 it was agreed that drafting of bid documents could begin at any time. J. Donison has offered his assistance in preparing the specs.

ASSIGNMENTS:

1. Diane, follow up on "new" asbestos
2. Diane, water in the ceiling of the addition
3. Diane, RFP for alarm work
4. Kathie, notify Milestone they can begin work
5. Katie, UK and LCHIP re construction drawings.
6. Katie, JimD, drafting of RFP for windows
7. Diane, boiler leak

Meeting adjourned 12:20 p.m.

Kathleen Northrup, Chair
March 21, 2016

NEXT MEETING - MONDAY, MARCH 7, 2016 - 11 a.m.

N.B. March 7, 2016, meeting was cancelled for lack of agenda items. Next scheduled meeting is Monday, April 4.