

APPROVED at the 8/1/11 BOS Meeting

**NEW DURHAM BOARD of SELECTMEN
MINUTES OF THE JUNE 17, 2011 Meeting**

Members Present: Theresa Jarvis (left at 9:50 AM), David Bickford, Jeffrey Kratovil.

Others Present: Ethan Anthony and John Pietroniro of Cram and Ferguson Architects
Mary McHale – videographer

Call to Order: The meeting was called to order at 9:00 AM by Chairperson Jarvis.

Chair Jarvis announced that the sole topic for this meeting was to meet with representatives of Cram and Ferguson Architects.

Chair Jarvis asked the representatives of Cram and Ferguson Architects to introduce themselves and their firm. Mr. Anthony stated that the focus of their company is on:

- 1) Historical preservation;
- 2) Historic renovations; and
- 3) Additions to historic buildings.

Mr. Anthony identified possible funding sources including CDBG grants, “Moose Plate” funding, LCHIP and Energy Conservation/update funding.

The timeline for the project would be from July 1, 2011 to September 30, 2011. The project would have the following stages:

- 1) Assessment for compliance with all codes ex mechanical, electrical and all laws ex ADA; state of boilers, fuel usage, plumbing etc
 - Would meet with department heads regarding current and future use of the building (anticipates a ½ day meeting)
 - Will review all joint loss reports
 - Identify known problems
- 2) Development of a “wish list”
- 3) Photographic survey
- 4) Development of a price list
- 5) Long term maintenance plan

Cram and Ferguson Architects do not perform soil testing or depth of the basement footings. There will be additional expenses if these need to be performed.

MOTION: *To adjourn.* Bickford/Kratovil. 2-0.
Meeting adjourned at approximately 10:30 AM

Respectfully submitted;
Theresa Jarvis