

New Durham Board of Selectmen and Boodey House Committee Meeting

January 19, 2017

Draft

NEW DURHAM BOARD OF SELECTMEN

New Durham Fire Community Room

January 19, 2017, 3:00p.m.

DRAFT: These minutes are strictly a draft copy and are awaiting amendment or approval at a subsequent, duly noticed public meeting. Amendments to these minutes will be noted in the minutes of said meeting. The draft will be posted on the website as a draft copy for public informational use only.

Present

Chair David Bickford

Selectman David Swenson

Selectman Gregory Anthes

Also Present:

Scott Kinmond, Town Administrator

Cathy Orlowicz, Boodey House Committee

Crissa Evans, Boodey House Committee

Fran Frye, Boodey House Committee

Tatiana Cicuto, Boodey House Committee

Call to Order

Chair Bickford called the meeting to order at 3:03 p.m.

Cathy Orlowicz, on behalf of the Boodey House Committee, thanked the Board of Selectmen for the opportunity to make the presentation on the marketing plan for the Zachariah Boodey House restoration project. Ms. Orlowicz gave an overview of the volunteers with a variety of skills and experience from timber supplies to marketing, etc. She stated they would like to be able to utilize these volunteers and move forward. The Executive Summary of the Plan was reviewed and Ms. Orlowicz gave a summary of the Plan.

Ms. Evans stated the Plan will also help them develop some ideas for fundraising and noted that Selectman Swenson helped with advice to the Committee a couple of years ago in developing this plan. She stated it helped them to look further for more resources. Ms. Orlowicz gave an overview of the community and local involvement that the Boodey House could provide with potential use of the building and surrounding property. She also explained the potential sources of funding and donations that they had researched and as were noted in the plan. There was further discussion of the Marketing Plan as well as the potential for renting out the building for private and public events.

During the discussion it was noted that the Boodey House Committee felt that the barn portion of the structure could be used as a revenue source for the historical house sustainability. It would also be used as connectivity to other New Durham businesses (catering, events, etc.),

New Durham Board of Selectmen and Boodey House Committee Meeting

January 19, 2017

Draft

and used for parties, educational, cemetery receptions, etc. Current plan would have the barn accommodate 200 people with handicap access through the house.

Cathy Orlowicz indicated that the Committee was given instructions several Board of Selectmen terms ago that there was to be no Town funds for this project. She also indicated that the Fire Chief has stated that this might be an evacuation center designation which opens up grant funding for a generator, etc. Another potential use might be as the Town's voting site.

Selectman Anthes main concern is parking and it is not currently shown. He questioned parking access to facility and whether parking is adequate. It was felt that it should at least be graveled if not prefer paved. Selectman Swenson and Selectman Anthes stated that this needs more detail on site design.

Selectman Swenson stated that funding for construction is indicated in the plan with 60% to be from crowd sourcing. He felt that this seems to be very optimistic. He also asked why the Freewill Baptist Church organizations are not contributing more. Cathy Orlowicz noted that the church is more focused on their own operating needs.

Selectman Swenson also noted that he felt the ongoing operating expenses once the structure is completed are underestimated. He was concerned that the breakeven level is not recognized as part of the financial presentation and this operating portion of the plan needs more thought and detail. The key question is on sustainability of operations even if one can get it built.

Selectman Swenson also asked who has ownership of the structure and who has ownership of the ongoing operations. Cathy Orlowicz stated the Town would own the land and buildings and the business operations would also be owned by the Town. He also asked if Boodey House Committee could be responsible for operations or whether the Town would need to outsource to an event management company. He also stated they need to need to define the "fixed costs" after building built, i.e. what is the Town's liability to keep the structure safe even if no activities work out.

Selectman Swenson suggested the Boodey House Committee work with professional videography during the various stages of the project to be able to tell the story when completed.

Ms. Orlowicz clarified they are only looking for the approval from the Board of Selectmen to move forward with this project and thanked the Board of Selectmen for the opportunity to present the Marketing Plan.

Selectman Swenson suggested that there may be 3 - 4 levels of approval in this initiative:

Level 1 Approval of Concept – that is really what you are looking for today. This would include concept of location, building usage, planned business opportunities, etc.

Level 2 Full Construction Details – funding plan along with execution of that plan; more complete business plan; complete construction details and plans

Level 3 Approval For Construction – break ground, construction started, then completed

New Durham Board of Selectmen and Boodey House Committee Meeting

January 19, 2017

Draft

Level 4 Business Plan Implementation – implement business plan upon ribbon cutting after complete construction, full structural utilization for ongoing events, etc.

During the discussion there was a question on which goes up first if one has to phase the construction, i.e. the barn or house. Selectman Swenson felt that is a very important strategic question and should be chosen wisely. Which is the real draw for donations/funding, etc? He also indicated that he did not think the Committee has a complete sense of the work and detail needed to make it to approval level 2 and other approval levels.

Selectman Swenson stated that he is willing to make the Level 1 approval at this time. Selectman Anthes stated he is in agreement with Swens but that it must not have any taxpayer cost. Selectman Bickford stated that as he understands it's the Boodey House donations funding will buy a barn for the Town.

Following this discussion there was a consensus that approval Level 1 has been achieved. Cathy Orlowicz is looking for a support letter from Board and it was agreed that the TA would draft a letter for subsequent Board approval.

Adjourn

Selectman Swenson made a motion to adjourn. Selectman Anthes seconded the motion. Motion passed, 3-0-0.

The meeting was adjourned at 4:52p.m.

Respectfully Submitted,

Jennifer Riel, Recording Secretary

Final Approved 01-30-17