



# Zechariah Boodey House Committee Meeting Minutes Town of New Durham NH

Approved as  
Presented  
June 1, 2017  
CEO

May 7, 2017

Present: Cathy Orłowicz, Fran Frye, Sherry Cullimore, Tatiana Cicuto

The Boodey House Committee meeting convened at 9am, at the New Durham Town Hall.

Sherry moved to accept the minutes from April 9, 2017 as presented, Taty seconded the motion and it was passed unanimously. A copy was posted in Town Hall and a copy was given to Town Administrator Scott Kinmond.

Cathy wrote a report of our progress made, following the Market Plan presentation to present, for the Board of Selectmen. She will continue to make quarterly reports until the completion of the project, for the BOS and our records.

A summary of the Preservation Alliance conference (4/21/2017), attended by Taty and Cathy, was passed out. Taty will add additional notes to these. Cathy wrote follow up letters to James Garvin, Tamara Blier at TD Bank, Scott Littlefield of Profile Bank, and Chris Racine, Loan Officer at Profile Bank, Stuart Arnett from ADG and John Chilton as a follow up on Crowd Funding. Cathy did talk to Tamara Blier at TD Bank to see if there were any trust managers for Charitable Trusts. She was given the website for the bank.

Cathy was told to contact SCORE which mentors small businesses. She met with the Lakes Region people, including Leo Glasheen and John Yonkunnas in person. She said that she was seeking help with the financial parts of the Business plan. She was given guidance in estimating heating operations, lighting, security systems etc. Wireless security systems were recommended. They also recommended getting a 501(c)(3) IRS status. The 501(c)(3) was recommended because donors can take a write off from the top right away, should retired donors wish to take this tax advantage. We do need to write up a vertical planning list, i.e. Organization, Staffing, Implementation, Control, etc. We should also look at the Community Recovery Act – communities helping communities. We will need a bio of all members and to talk to trust attorneys to find out about funding. Cathy will meet with the mentors via Skype in June. Cathy has contacted Town Administrator to seek permission to utilize the town attorney for additional guidance regarding filing for 501(c)(3) vs. nonprofit status as a political subdivision of the State of NH.

It was recommended that we start conversations with people, i.e., bankers, potential donors, contractors, etc. We need more people on our committee.

Our latest financial report says that our balance as of 5/6/2017 is \$11,752.42, less accumulated interest for 2017. We received \$100.00 in donations at the Alton Home and Garden show.

Cathy passed out the definition of our tax code status, with sections that pertain to it, from the IRS codes. Our tax ID is included. This information will help us explain to those who ask how we are a charitable organization and can collect donations as well as any potential donors can claim a charitable donation.

The ZBA requests a copy of the plat for the Boodey House property, to include a well site plan, etc. They will also need the septic design, the development of an abutters list, and maps of the floodplains and soils etc. for their consideration and to make a determination with the project.

Meetings with the Police Chief and Public Works brought requests for crosswalks to be painted across Stockbridge Corner Road as well as proper signage, and intersection signage for Berry Road. We have copies of their correspondence in our files.

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The N.H. Natural Heritage Bureau was contacted to determine if any endangered species were on site. There were none found. The findings are valid for 1 year.

Present: Cathy Onkwic, Fran Frye, Sherry Cullimore, Tatiana Gocob

John Gianfort, coordinator of CAPSTONE at UNH, was contacted about having our project be selected as a senior project. It is an application process.

The site celebration for the Boodey House will be July 29, 2017 from 10-2pm. So far we have committed vendors: a master stone mason, a storyteller, herbalist, maybe some music.

The next meeting will be on May 19, at 4:30 pm for a site walk at 34 Camp Brookwoods Road, Committee to meet at Town Hall first. Next meeting is June 19<sup>th</sup> at 7pm at Town Hall.

The meeting ended at 11:45am.

Respectfully Submitted

Sherry Cullimore, Scribe

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