

1772 Meetinghouse Restoration Committee

Meeting Minutes

May 19, 2016

6:30 PM

New Durham Library

Present: Cathy Allyn, George Gale, Clayton Randall, Janis Anthes

Excused: Patty Tollner (awaiting attendance via telephone), Bob Craycraft

Stated in attendance as residents: David Bickford, Gregory Anthes, David Swenson

Call to order

Cathy Allyn called to order the regular meeting at 6:34 pm on May 19, 2016 at the Library. George Gale brought up that all three Selectmen were present which according to RSA 91-A means that this meeting is a Board of Selectmen meeting. He indicated that RSA 91-A had not been followed because the meeting had not been posted as a Board of Selectmen meeting. All three Selectmen stated that they had come to the meeting as a resident of the town and that they were unaware that the other Selectmen would be attending also.

I. Approval of minutes from May 5, 2016 – Clayton Randall moved to approve, seconded by Janis Anthes, motion carried – minutes approved.

II. Status of Action Items

- **Assessment Grant** – Cathy reported that she had not received any ideas from the Committee.
- **Fundraisers** –
 - **Display table at the May 28th Community Sale for the ND Charitable Fund** – discussion re: the display board and having items at the table. Clayton and Sue Randall will be there so they can man the table. Cathy will make a sign-up list of things that interested people can do and she will register the table. One thing would be to ask people to help with selling the concessions at Bingo.
 - **Selling Concessions at Bingo** – Patty and Jim Tollner will provide the concessions.
 - **Yoga** – no report.
 - **Barbershop Group Concert** – no report.

- **Historical Contacts –**
 - **Preservation Program at Plymouth State University –** Cathy reported that she forwarded her email to Plymouth to Bob so he could continue the conversation with them. Knowing that professors are very busy at this time of the school year, Bob decided to wait a couple of weeks before sending out an email to Dr. Yap.
 - **State of NH Register of Historical Places –** Jan reported that she had done some research about the process. She asked where she could find the documentation of the process of getting the Meetinghouse placed on the National Register of Historic Places. She will check at the Town Hall and call Cathy Orlowicz, Town Historian.

III. Preservation Plan Review – Cathy summarized the process:

- First write the assessment grant – she spoke with the people at LCHIP to see if our ideas matched theirs for getting a detailed plan including how to repair/replace the framing so that we can hand it to a contractor to quote with no misunderstandings. Cathy wants to move quickly re: this grant application and George stated that he was half finished with the application. George stated that the application needs a budget which should come from a contractor. A discussion about who should do what on the grant application ensued – it was decided that Jan should try to answer the questions in Section F: 1-8 and send them to Cathy by Monday, May 23, 2016. She will review the grant application and email it to the Preservation Alliance when it is complete.
- Contact Steve Bedard to clarify what he was offering in the email conversation with David Bickford that was sent to the Committee – Cathy had called him to attend this meeting, but he had other plans. Clayton had talked with him last Saturday re: the roof beam construction and he had said that he was going to do a plan based on Steve Fifield’s assessment of the roof. There was discussion about having Steve Bedard come to a meeting. It was decided to have Scott Kinmond, Town Administrator, contact him to schedule him to attend a combined meeting of the Committee and the Board of Selectmen (BoS).
- This led to a discussion re: the BoS’s role and the Committee’s role regarding the Preservation Plan. David Bickford read the Committee charter which states that the Committee is a BoS committee and thus reports to the BoS. Cathy read an email statement from Patty re: defining the roles and responsibilities of both the Committee and the BoS for this project.

- Jan reported that she had contacted ND Fire Chief Varney re: questions about fire codes and handicapped accessibility. He reported that if the occupancy is 50 or below, then the building would only need to have two egresses in case of fire. If the occupancy is 51 or greater, then more extensive fire codes would apply such as exit signs, fire alarm pull boxes, and push handles on the doors. So, Jan was recommending that the occupancy be kept at 50 or less so that the more intrusive fire equipment would not be needed in the building. She also had researched the Americans with Disabilities Act to determine what accommodations would be required. There is a section of the act that refers to historic buildings and the only requirements are for a wheelchair accessible door with a ramp and handicapped parking. Therefore, she recommended that the back door from the 1970's be kept as the second egress and that a permanent ramp could be built at that door and handicapped parking could be located within a few feet of that door. There was discussion that Jan was looking way too far into the future, but, she stated that these decisions need to be made by the Committee before the assessment plan is completed so that these features are included in the plan.

IV. New Business

- **Posting of the Meeting Notices** – David Bickford gave advice on how the meeting notices are to be posted. Cathy will send the meeting notice including the location of the meeting and the agenda to Scott Kinmond to post.

V. Adjournment

Clayton Randall made a motion to adjourn, George Gale seconded the motion. The motion passed. The meeting was adjourned at 7:49pm.

Minutes submitted by: Janis Anthes