

Zechariah Boodey Farmstead Committee Meeting Minutes

~~02018~~
September 5, 2018

*approved as
amended
Sept. 13, 2018
CEO*

Present: Cathy Orlowicz, Tatiana Cicuto, Fran Frye. Excused absences: Sherry Cullimore and Scott Drummey.

The meeting convened at 6:07 pm, at the New Durham Town Hall.

Cathy introduced Vice-President Scott Lawler, of Norway Plains Associates, Inc. Scott L. purpose was to review with the committee the scope of services for Septic Design and Site Plans for our project. Norway Plains will work with the committee to keep expenses to a minimum, as they recognize this project is property owned by the Town of New Durham and is exempt from the requirements of the town ordinances. They understand the limited sources of funding available to the committee. The committee members thanked Scott L. for his generosity of time given to educate and answer questions about the services.

Scott L. assured the committee the fees associated with septic design would not go over \$1,500.00 as quoted. The \$300.00 registration state fee is fixed and controlled by the State of NH and cannot be waived. Total cost would be \$1,800.00 for the septic design. Scott L. did caution the committee, stating if a major design change was introduced after much of the work was completed, Norway Plains Associates would meet with the committee to discuss the financial and timeline impacts, as this would trigger additional cost and manhours for them.

The fees associated with the site plan are approximately \$9,000.00. Scott L. did share the benefits to the project by working with Norway Plains for both phases. Much of the work for the two phases could be done at once for the project. It would reduce cost, time and redundancy of work. To meet the Town's purchasing policy terms, the chair will seek additional proposals for this phase, as required.

The committee also expressed its gratitude and appreciation to Norway Plains Associates, Inc. for their willingness to work with the committee and help move these phases of the project forward.

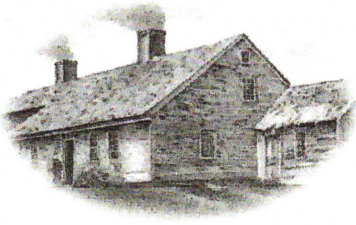
Members expressed how helpful it was to have the opportunity to meet and discuss the proposals with the representative.

Tatiana⁰ made a motion to recommend issuances of a PO to Norway Plains Associates, Inc. per the proposal dated August 9, 2018 for a septic design for the Zechariah Boodey Farmstead Project located on the Berry Road, in the amount of \$1,800.00. This amount includes the State Registration fee of \$300.00. The expenditure to be taken from the operating budget account # 01-4589-50-330 – titled Boodey Farmstead Install. Fran second¹ the motion. No additional discussion took place. The Chair called for the vote. Vote was in favor 3-0-0.

Cathy received an email notifying all departments, commissions, boards and committees to have their 2019 budget requests to the Town Administrator (TA) by September 17th. 2018 budget requests and 2019 budget forms were distributed. The committee will plan a meeting next week to develop a budget.

The campaign letter and newsletter were tabled until the next meeting.

Tatiana made a motion to approve the August 23, 2018 meeting minutes as presented. Motion was seconded by Fran. No additional discussion took place. The chair called for the vote. Vote was in favor 3-0-0.



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Cathy updated the committee on their request for her to follow up on the loaned copy of the Town's Boodey Marketing Plan. The TA did indeed contact the individual, requesting the copy to be returned, however it was learned the copy is unlocatable. Steps are being taken for a replacement copy.

The Italian Dinner Fund Raiser – Set for October 20th. The Community Room has been reserved. Details will be discussed at the next meeting.

During the Board of Selectmen's meeting held August 27th, they voted in favor to nominate Rick Fogg as an Associate Member to the Zechariah Boodey Farmstead Committee. This action opens the vetting period of two weeks. Motion to appoint is scheduled to take place during their September 10th meeting.

Tatiana updated the committee on the status of her research for our calendar fundraiser. At this time, she isn't able to locate a resource who will produce the calendar for less than \$10.00 per calendar. The committee has decided to table this fundraiser to allow time to continue researching.

Next meeting is scheduled for Thursday, September 13th, beginning at 6:30 pm at the New Durham Town Hall.

Meeting adjourned at 8:37 pm.

Respectfully Submitted;
Catherine Orlowicz and Fran Frye