

**Town of New Durham  
Capital Improvements Plan Committee  
Wednesday September 14, 2022 -10:00am  
In-person Meeting New Durham Tour of Facilities**

**MINUTES**

Here is the **REVISED** schedule of the New Durham as follows:

Wednesday, September 14<sup>th</sup>

10am Highway and Solid Waste Police Department

11am Police Department (avail between 9a-12p)

~~11:45am Fire Station and Community Room~~

**REVISED addition** 11:45am Boodey Farmstead

12:30pm Town Hall

1:15pm Library (opens at 1pm)

2:00pm Meetinghouse (only available after 1pm)

The 2022 Board individuals in attendance;

- Scott Drummey, Planning Board Representative
- Ellen Phillips, Budget Committee Representative
- Rudy Rosiello, Select Board Representative
- Mark McFadden, Member at Large
- Thomas ‘Tom’ Baker, Member at Large

Others in Attendance on the tour:

Cathrine Orlowicz

Nicole Zoltko – Town Administrator

**1 – 10:00am/11:10am Highway and Solid Waste** - (Judy, Will, and John)

The entire complex was toured with wants and observations made:

**WANTS:**

- Shed expansion with additional bays for washing and storage of trucks
- Improve hazardous waste storage area
- Need a more secure/locked area for larger items that contain valuable materials (i.e. copper lines)
- Need covered (tent) and concrete pads and for construction / demo and bulk waste (mattress area), to prevent dumpster from sinking into the ground and incurring additional weight disposal cost
- Need tent for protection of aluminum cans and cardboard overflow (like the one that protects cardboard)

**OBSERVATIONS:**

- Misc. items on grounds that could be reviewed for “salvage”
- Cosmetic maintenance issues ( metal door deterioration, cross beam replacement)
- Roof leaks (Repair and Recycle buildings)

**2 – 11:15am/11:45am Police Department** - (Amy and Chief Bernier)

**WANTS:**

- Would like kitchen carpet replaced with linoleum flooring
- Better wall sound proofing insulation for adjoining office next to lobby, conversations are audible (confidentiality issue)
- Would like an overnight room, required for officer that does not live in town
- Chief Bernier - discussed establishment of a “revolving fund” to purchase cruisers
- Better exterior wall insulation

**OBSERVATIONS:**

- Storage is an major issue
- Files are stored in the attic
- Unused dish on roof could be removed to avoid potential roof damage or uninsurable loss

~~3 – 11:45am Fire Station and Community Room~~ **POSTPONED DUE TO CONFLICT**

**3R – 11:50am-12:15pm Boodey Farmstead – (Cathy Orlowicz and Crissa)**

**WANTS:**

- A on-site visit was provided of the grounds and building structure locations
- A workshop has been planned with the New Durham BOS, scheduled for 22 September, 2022

**OBSERVATIONS:**

- Visual plans provide extensive detail of the project proposal
- Goals and objectives clearly stated, with strong potential for becoming a “self-sustaining” town asset

**4 - 12:20pm-01:10pm Town Hall – Nicole Zoltko, Town Administrator**

**WANTS:**

- Boiler room in need of repairs, shut off valves and/or circulators with thermostats to maximize efficiency
- Facility water is not drinkable / not potable

**OBSERVATIONS:**

- Facility in need of lots of basic TLC
- Basement in need of cleaning and organization
- Outside ingress and egress and from basement impeded by heavy and structurally unsound bulkhead doors
- Storage is a major issue
- Assessor’s office only has ONE electrical outlet, wires under carpets etc.
- Repairs required on outside railing leading up to the fire exit on the second floor

**5 - 1:15pm-1:40pm Library – Caitlin Frost**

**WANTS:**

- Tile floors throughout the complex need replacement
- Install outlet in the main office on rear wall so that the new printer /fax can be used
- Reinvestigate the buildout of the Library, that was intended as meeting rooms
- Discussed exterior paint schedule to include other town hall

**OBSERVATIONS:**

- Roof needs attention **NOW** to prevent further water damage to the interior of the building, curling shingles

**6 – 1:45pm-2:15pm Meetinghouse – Cathy Allyn**

**WANTS:**

- Awaiting approval from New Durham BOS to install rubber roofing to protect historic structure until future phases are completed
- The building must be preserved as a historic / educational component of the founding of New Durham

**OBSERVATIONS:**

- The Meetinghouse is a significant historic landmark and must be preserved!

Scott asked for a motion to conclude the days tour, motion made by Rudy and seconded by Ellen, passed 5-0

Minutes respectfully submitted by Tom Baker