

1772 Meetinghouse Restoration Committee  
Sub-Committee: CDFA grant application  
Meeting Minutes for July 14, 2023  
Approved July 21, 2023

Members present: Ellen Phillips, Cathy Allyn, Sue Randall, Bob Bickford (Zoom)

Guests present: George Gale, Rudy Rosiello

Call to Order

The meeting was called to order by Bob Bickford at 10:21 am.

Approval of Minutes

Correction: Change Boodey Homestead to Boodey Farmstead. **Motion to accept minutes of July 7, 2023 as corrected (C. Allyn/E. Phillips). Roll call of vote: E. Phillips-yes, C. Allyn-yes, S. Randall-yes, B. Bickford-yes. Motion approved.**

Sub-committee members would like the action list from the meeting sent to them as soon as possible after each meeting.

Board of Selectmen vision statement (see revised statement at end of this document)

- BOS made one change at July 11, 2023 meetings
  - change first word (The) to One

**Motion to accept the document as revised (C. Allyn/E. Phillips) Roll call of vote: E. Phillips-yes, C. Allyn-yes, S. Randall-yes, B. Bickford-yes. Motion approved.**

New Business

CDFA would like us to identify a contact person from our committee. This will be Cathy Allyn. CDFA will be notified that she is the only person they should be talking to about our grant application.

**Motion to appoint Cathy Allyn as the contact person for CDFA. (E. Phillips/C. Allyn) Roll call of vote: E. Phillips-yes, C. Allyn-yes, S. Randall-yes, B. Bickford-yes. Motion approved.**

Vetting process and hiring

No contracts are required for submission of the grant application (Ellen will check this). The BOS will have final approval of the grant before it is submitted. Bids will be solicited before any work is contracted. Any tradespeople being considered for work on

the Meetinghouse should provide a resume to the MRC for review. If approved by the MRC the name would go to the BOS for final approval.

#### Recreation Department

The Recreation Department is also applying for the CDFA grant. The sub-committee agreed that the MRC should meet with the Recreation Board to discuss the possibility of collaborating. Ellen will find out the date of the next Recreation Board meeting.

#### Discussion

##### Building Capacity

Although the Fire Chief and Building Inspector were not comfortable giving us a specific number for building capacity, the committee felt that 75 people was a reasonable “ball park” figure to work with until plans are finalized.

Charette (a gathering of interested persons)

Should we have ask the BOS to set up a public meeting to gather community input on this project? Ellen will approach the BOS.

The committee needs to prepare for this event and advertise it.

Project information is needed

- letters of support
- newsletters
- news articles
- historical information

Response to citizen emails

Bob encouraged committee members to refrain from replying to citizen emails and instead to forward them to the BOS or TA for a response.

Donation

David Rogers of New Durham has offered to donate his time to mill out boards from any large trees that are cut for the project.

#### Review assignments

\*\*\*REMINDER\*\*\* Keep track of hours spent on application, including meetings with tradespeople. Send information to Bob and he will enter it in a spreadsheet.

ELLEN

working on section 5

- ☐ Cathy will help
- ☐ will also work on section 5c

meeting with ReVision Solar 7/19/23 @ noon

- will determine how to get to building from field

no contact with Eversource yet

still working on tarp life expectancy

## CATHY

Timeline and Readiness – info contained in document sent to committee members

has follow up meetings – info contained in document sent to committee members

working on timeline and readiness

- also sections with Ellen

Historic Project Review (Section 106)

- Cathy Orlowicz asked if we had requested permission for building changes.
  - Cathy A. is working on this with Nadine at the State office

## BOB

- ☐ Section 4 – maps, property
- ☐ draft Smart goals
  - can proceed now that we have BOS vision statement approved
- ☐ outcomes and measures - needs
  - # of people served annually
  - list if organizations potentially involved
    - ☒ how frequent are meetings
    - ☒ how many people attend

place ideas in folder or send to Bob

\*note that number of people participating may increase when access is easier

- maps, property
  - What isn't on the tax maps that we need?
  - What do we need to know regarding zoning and local rules?

## SUE

contact Peter Cook for recommendations for preservationist

historic significance section

gather additional composting septic system information

- placement, maintenance

gather information and meet with architect Sheldon Rogers this weekend

contact landscape architect Wendy Anderson

Site Visit: Sue Randall and Marc DeCoff met with Andrew Cushing from NH Preservation Alliance on Tuesday, July 11, 2023.

Three criteria for addition - NHPA can provide support for the architect in this area

- must be aesthetically similar to original structure
- must be removable without causing damage to the original structure
- must be set back to delineate the addition from the original structure

NHPA will assist in finding a timber framer that might be interested

- timber framers contacted have not responded to two requests for communication
  - assuming they have no interest

Spring CDFA grants have been awarded

- only projects that did NOT get funding have been contacted
  - Andrew feels these groups will be tweaking their applications and reapplying
  - they will be stronger competition in the fall

Historic Building Assessment

- LCHIP is requiring a new one before we apply for another grant
  - NHPA is attempting to get this requirement relaxed
  - many towns take a long time to complete one section of a project
  - requirement to keep updating becomes a big expense

### Future assignments

Distribution of Funds - Risk assessment and Compliance – where do we fit?

determine if there is 3 phase service in front of Meetinghouse

long term sustainability

future management of the site

- grant application requires us to identify a responsible entity
  - the MRC charge ends when building is restored
  - we should present several possible scenarios to the BOS

### Adjournment

**Motion to adjourn at 11:58 am. (C. Allyn/ E. Phillips) E. Phillips-yes, C. Allyn-yes, B. Bickford-yes, S. Randall-yes. Motion carried.**

Respectfully submitted,  
Susan Randall, Secretary

Next meeting: July 21, 2023 at 11:00 am at Community Room, New Durham Fire Station

## Rolling list of action

### Ellen

check on location for 7/19 meeting

check with Nicole about life expectancy of roof tarps and visual inspection

contact Rec. Board about MRC members attending their next meeting – what is date?

ask to be on 7/25 BOS agenda

- ask BOS for public input meeting

- find out if BOS requires contracts for services before we submit application

meet with ReVision for site visit Wednesday, July 19<sup>th</sup> @ noon

section 5 part A, B

check with Cathy O. regarding permissions needed from National Historic Register

### Cathy

contact CDFA: 1.) not to engage with anyone other than our authorized contact 2.) what they require for application (as far as contracts) – let Ellen know

follow up with service providers

section 5 part C

section 6

### Sue

contact Peter Cook for recommendations

historic significance section

additional composting septic system information

gather information and meet with architect

contact landscape architect

### Bob

Smart goals

section 5 outcomes and measures

property description

talk to Building Inspector about permits needed

Statement (with changes) approved by BOS at meeting on July 11, 2023.

MRC voted to approve the revised statement at

One goal of the New Durham 1772 Meetinghouse Restoration Committee is to restore the Meetinghouse so that it can once again be used as a community resource, open regularly, where meetings, and other gatherings, can once again be held while adhering to the current building and life safety requirements.

When completed, the Meetinghouse would: (check application for wording)

- Be available for official town activities as a first priority.
- Be available to local non-profit organizations to hold their activities.
- Be available to others for the events and activities that are within the capacity and scope of use of the Meetinghouse.
  - Fee Schedule to be developed.
- Include an addition to the rear of the Meetinghouse with a restroom, kitchenette and mechanical room for utilities.
- Include other supporting items to meet the goal of restoring the Meetinghouse.