

1772 Meetinghouse Restoration Committee
Sub-Committee: CDFA grant application
Meeting Minutes for June 29, 2023
Approved July 7, 2023

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

Guests present: George Gale

Call to Order

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

Meeting organization suggestion

- embed minutes for approval into the agenda for the upcoming meetings
- work folders in Google
 - they can be made accessible by providing the link
 - all drafts go into a draft folder
 - we need a way to indicate a work-in-progress
- emails can go into files also
 - choose the “print” option, then “save as PDF” (not the printer)
- the committee now has the ability to post the agenda online
 - this should eliminate any delays in scheduling meetings

Approval of Minutes

Correction: last page under action items – remove Steve Bedard’s name from Cathy Allyn’s list.

Motion to accept minutes as corrected (C. Allyn/E. Phillips). There was no discussion. E. Phillips-yes, C. Allyn-yes, S. Randall-yes, B. Bickford-yes. Motion carried.

Discussion

- Right to Know measures needed?
 - keep good notes - done
- email addresses for MRC work
 - to be used only for MRC work
 - this seems like a good idea-personal email could be subpoenaed if there was a problem
 - let committee members know new address

- Mr. Garvin's letter of June 25, 2023

Background: Sue Randall contacted James Garvin of Farrington House in Concord, NH about acting as the preservationist for the Meetinghouse restoration. Mr. Garvin specializes in Architectural History and Historic Preservation and has more than 50 years of experience. His past experience includes acting as State Architectural Historian, Curator at New Hampshire Historical Society and at Portsmouth (NH) Athenaeum, and Curator and Research Curator at Strawberry Banke Museum. He is currently on the Adjunct Faculty at Plymouth State University.

Mr. Garvin worked with Eloise Bickford (Town Historian) 40 years ago and is very familiar with the Meetinghouse and the surrounding area. His 4 page letter addressed a number of items regarding the restoration and included several links to information pertinent to the committee.

Discussion:

Bob Bickford and Sue Randall commented that it was unfortunate that Mr. Garvin was not available to work with the committee on the restoration plans. His experience and knowledge were evident in his letter.

Cathy Allyn felt that the committee was already beyond many of the items and considerations Mr. Garvin talked about in his letter.

There was no further discussion.

Review assignments

ELLEN

Building capacity

Ellen met with Fire Chief Varney and Code Enforcement Officer Scott Lacroix on site. The Chief felt 77 people (seated) would be the maximum, if the support posts were removed. Ellen requested a letter stating the number of occupants and conditions. The letter she received stated that they would need to see plans for the building restoration and kitchen addition before solid numbers could be given.

Revision Energy

Jen Hatch has asked for Appendix E from the CDFA application. There has been some problem accessing it.

David, the solar designer, will give an estimate, but needs to do a site visit first.

BOS feedback on the future of the Meetinghouse

- they declined to address the request
 - the MRC should draw up a plan for the BOS to review
 - Ellen shared a rough draft she wrote – it needs editing

Architect

The architect who had expressed interest in working with us is no longer available. We hope to find someone who is retired and would donate their time.

CATHY

well

- no contact yet

electric

- Dave Gibson has agreed to help

construction

- no contact yet

Section 106 – Project Review by NH Division of Historical Resources

- Nadia will contact CDFA

Chris Monroe needs contact emails for CDFA

- email for the Meetinghouse and Town Administrator will be supplied

Preservationist

- Meagen Gross did survey – dealt more with aesthetics
 - may help with plaster preservation, insulation, etc.

Engineer

- possibly to help with geothermal for heat, water

SUE

Arron Sturgis

- Sue will contact to find out his availability
- also ask for recommendations for timber framers, preservationists

composting toilet

- no contact yet

window restoration

- Jake Farmer is doing work for NH Audubon
- current windows in building are circa 1980
- Bob has window glass from 1800s that can be used

timber framers

- first and second contact with O. Fifield and W. Walsh has not been acknowledged
 - ask Andrew Cushing (NHPA), Arron Sturgis, Peter Cook for recommendations
- Preservationist
 - ask James Garvin, Andrew Cushing (NHPA), Arron Sturgis, Peter Cook for recommendations

Application sections still needing work

- Cathy suggested looking at other community sites for “boiler plate” language that we could use
- application question: Is there a limit on the number of words for each section?
 - Can we attach files that contain more information?
 - Ellen will check the application

Next meeting

The committee agreed to meet weekly on Friday mornings at 10:00am going forward. Ellen will confirm if the Town Hall is available.

Review application to determine where things go, what is still missing
Work on Ellen’s rough draft of future plan for BOS.

Adjournment

Motion to adjourn at 11:04am. (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 7, 2023 at Town Hall

Rolling list of action

Ellen

Confirm use of Town Hall on Fridays, revisit building capacity issue with Fire Chief, check application for word limits on descriptions

Cathy

Contact for well, construction, engineering

Sue

Contact Andrew Cushing, Arron Sturgis, James Garvin, Peter Cook for recommendations, Nutrient Network for septic system