

Board of Selectmen/Meetinghouse Restoration Committee Workshop
November 9, 2022
Approved 11/22/22

Present: Dot Veisel, Marc DeCoff (Board of Selectmen [BOS]), Nicole Zoltko (Town Administrator [TA]), Ellen Phillips (Meetinghouse Restoration Committee Chair [MRC]), Cathy Allyn

Review MRC charge

- Ellen – any changes the BOS want to see?
- Marc – address land acreage discrepancies - LCHIP record shows 6 acres, National Register of Historic Places shows <1 acre
- Ellen – is MRC responsible for all 6 acres?
 - whole 6 acres is historic – no directive on use of land
 - there is a stewardship agreement with LCHIP – they show 6 acres
- Cathy – what about physical maintenance? Change in charter?
 - BOS/MRC generated list of possible tasks: plowing, grading, clearing trail and brush, building maintenance
 - joint effort of Town, MRC, Recreation Dept., volunteers in past
- Marc – question: On LCHIP grant (?) - Why is statement for full insurance value crossed out?
 - initialed by former BOS Swenson – no explanation – not initialed by LCHIP

Change: State that Town employees will help with maintenance.

- preamble
 - MRC proposed changing language about member qualifications
 - change “will be composed of” to “may be composed of”

Possible change: Language regarding member qualifications

- reports to BOS
 - no frequency stated in charter
 - BOS asked for yearly reports (summary) due by December
 - quarterly updates on activities
 - progress, income, grants, planned expenses, fundraising (current and future)
 - BOS gets monthly updates at their meetings
- strategic plan
 - done, needs to be updated
- maintenance plan

- written – needs update?

Change: indicate dates for reports to BOS

- time limits for committee members
 - currently shows committee dissolving after initial work on building

Change: time limit on committee existence

New membership

- Ellen – difficult to get people, recent politics has made it harder to recruit
 - Marc – BOS/MRC will discuss appointments beforehand
 - out of town person is acceptable, too
 - would like to get younger people involved
 - Ellen – hard to get young volunteers for anything
 - Dot – she can recruit volunteers for physical work when needed

Certified Local Government

- Marc – many requirements and a variety of members needed
- Cathy – it needs people who can give time, not necessarily with specific skills
 - serving on MRC requires dedication, commitment
 - knowledge can be accessed – LCHIP, Preservation Alliance, many webinars

BOS Liason

Motion to appoint Marc DeCoff as liason to MRC.

Communication

- 91A requirements
 - Terry Jarvis has volunteered to work with the MRC – will not address fundraising however
- 250th donation plaques
 - this is already underway – MRC will communicate any changes
 - perpetual plaque – will be displayed in building once restoration is complete
 - initial plaque – 9” x 12” walnut with brushed gold plate – more can be added
 - cost: \$110 for plaque, \$7 each for name plates
 - limited time to donate
 - Marc - \$2000 in donations could equal 2000 name plates!
 - Ellen – can MRC have 1980s donation plaque to display as well? Currently in town vault
 - BOS agreed to provide a picture for display – original can be displayed in building when it is finished

- stone inscriptions
 - need specific choices to offer: “in memory of”, “in honor of”, commemorating dates for weddings, births, military service
 - MRC should have choices to BOS by next week (11/14/22) if possible
- Raise the Roof (shingles)
 - sell shingles for small cost – everyone can participate
 - receive certificate when they buy
 - sign binder for payment ?????? is this correct?

Motion by BOS to approve fundraisers for plaques and shingles.

Fundraiser suggestions

- Marc – Xmas ornaments – annual thing – series of 12????
- Dot – collect plastic bottles = commemorative bench donated – Dot has info

Financing

- Marc – committee needs maintenance account now
- Cathy – looks better on grant applications, more official
- Nicole will write warrant article - \$1000 to start
- Ellen – eventually rent for building use will pay all or part of it
 - Nicole – money would go to general fund, could only be moved by vote at Town meetings
 - needs to be charitable donation

Grants

- Ellen – how much detail does BOS need upfront?
 - Marc is liason, would be able to decide that

501C3

- Nicole – gives you better chance to receive grants
- Cathy – when they see taxpayer money involved they think you don’t need the grant
- Ellen – does BOS want us to pursue this?

Consensus was to pursue this.

Certified Local Government

- Marc – many requirements to fulfill
- this is needed to open door to applying for federal grants
- one more way to show Town support for the project
- requires creating a historic commission

- 5-7 people with various expertise represented (including one BOS, one Planning Board) – should have historic interest
- also needs oversight committee – meets 4 times per year
- can include multiple sites around town – they do not have to be contiguous
- Town would need to employ or access 1 full time person with historic preservation background
- Ellen – Town historian should be involved
- Marc – does Town have the correct financial setup to meet their requirements?
- Ellen – are BOS interested in pursuing this?
- Dot – Sherry Cullimore is good resource, Portsmouth also has historic district and may be able to provide input

Agreed:

Step 1: Gain 501C3 status.

Step 2: Invite Brandy ??? to come and speak to MRC again.

Step 3: Begin work on Certified Local Government to achieve Historic District status.