

1772 Meetinghouse Restoration Committee  
Sub-Committee: CDFA grant application  
Meeting Minutes for September 8, 2023  
Approved September 15, 2023

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

Public present: George Gale, Rudy Rosiello

Call to Order

The meeting was called to order by Bob Bickford at 10:13 am.

Approval of Minutes

There were no corrections.

**Motion to accept minutes of August 16, 2023 as written. (C. Allyn/E. Phillips)**

**Roll call: B. Bickford-yes, E. Phillips-yes, C. Allyn-yes, S. Randall-yes. Motion approved.**

Discussion

Bob

- WarrenStreet Coop (WSC)
  - meeting with Bob 9/13/23
  - requested information they need from us
    - DHR letter excusing us from further review
    - goals
    - scope
    - schedule
    - budget
  - Bob is gathering info
    - waiting for estimates from WSC and Norway Plains for budget

Sue

- Varney Engineering (septic design) was suggested
  - experienced with difficult sites (many on MM Lake)
  - Sue will contact

- Rocky Tasker, Barnsted
  - installs septic systems
    - can do tests pits
    - Sue will get estimate
      - Bob suggested checking contractors list on Town website
    - septic designers need to be present for test pits
      - coordinate times
    - archeologist may be needed also
      - Cathy will check with DHR
      - will need cost estimate if required

Order of Operation for septic system:

test pits → system design → State approval → construction estimate

Decide on contractor for test pits at next meeting, 9/15/23.

Cathy

- prefers Arron Sturgis for Phase II and III work on Meetinghouse
  - he has his sub-contractors
  - he has more experience than most people
  - not the piecemeal way we are doing it
- how would he mesh with WSC?
- WSC has overarching control of the design for whole project
  - once we have plans various tradespeople can be brought in
  - project manager will be in charge of overseeing tradespeople
- contacted Tyler Reed, timber framer
  - interested in project

Assignment review

ELLEN

- building use
  - Terry Jarvis - Board of Community Action Partners (CAP)
    - CAP typically uses library
    - Ellen will ask if Meetinghouse would be more appropriate for them
- Middleton
  - Ellen will ask to be put on their agenda
- Rec Dept.
  - Ellen asked which grant they are pursuing

- Celeste's answer was not specific enough
  - Ellen will follow up
- Section 5B
  - Ellen would like help editing
  - Cathy will integrate her work with Ellen's

## CATHY

- will share Asset Management plan
- plumber has a question about radiant heat
  - Cathy will follow up
- Clio app: guide to historic sites
  - Cathy will share via Facebook and Town Meetinghouse websites

## SUE

- contacted Rodney Rowland at Strawberry Banke
  - nothing helpful received yet
- timber framer - JR Graton
- no return call yet

## BOB

BOS meeting is 9/12/23.

Ellen Phillips suggested we ask the BOS for leeway to make some decisions without going to the Board. Taking everything to them for approval slowly things down significantly.

**Motion to adjourn at 12:05 pm. (C. Allyn/E. Phillips) Roll call: B. Bickford-yes, E. Phillips-yes, C. Allyn-yes, S. Randall-yes. Motion approved.**

Respectfully submitted,  
Sue Randall, Secretary

Future meeting schedule:  
9/15, 10/6 @10:00 am

## Action list

### 9/15/23 agenda items

- decide on contractor for test pits
- plan for public input meeting on Monday, 10/23/23 @ 6:30 pm
  - create outline for presentation
  - need to show community involvement for grant
    - email list - request input
    - past survey results
  - advertising
    - is this a public hearing or information gathering?
      - do we have to pay for advertising in paper?
      - Sue - ask TA for clarification
    - advertise and collect data at Apple Bake-Off
  - address the resources that will be available to public after restoration
  - Ellen - Reserve community room
- septic
- rental agreement
  - Ellen will share rental agreement for review
  - BOS should preview it before information meeting
- application
  - document who's doing what
  - vote on sections ready to go to BOS for input

### BOB

- WSC meeting 9/13/23
- information gathering for WSC
- continue work on goals and outcomes and measures

### ELLEN

- Middleton - agenda item
- reserve community room for 10/23/23 @ 6:30 pm
- Section 5 with Cathy

### CATHY

- check with DHR - archeologist presence needed for test pits?
- share Asset Management plan
- Section 5 with Ellen

## SUE

- meet with landscape architect week of 9/11/23
- continue work on historical significance section
- continue contact with Arron Sturgis and Strawberry Banke
- continue contact with timber framer JR Graton
- contact Tasker for estimate for tests pits
- contact Varney Engineering

## ALL

- send hours to Bob for entry into spreadsheet or enter into spreadsheet directly
- ideas for groups using building
- send notes from tradespeople to Bob or enter into spreadsheet