

1772 Meetinghouse Restoration Committee
Sub-Committee: CDFA grant application
Meeting Minutes for October 13, 2023
Approved October 24, 2023

Members present: Ellen Phillips, Cathy Allyn, Sue Randall, Bob Bickford
Public present: George Gale, Rudy Rosiello

Call to Order

The meeting was called to order by Bob Bickford at 10:07 am.

Approval of Minutes

There were no minutes available.

Discussion

in-kind services

- test pit
 - value added - \$1,800 for highway crew

Agenda Items

public input meeting - Monday, October 23, 2023, 6:30 pm at the Library

- setup - any time after 5 pm
- needs
 - LCD projector and screen
 - chairs
 - Ellen will check
 - extras are in Town Hall basement
 - white board and markers
 - Ellen will check
- presentation
 - goal - approved by BOS
 - current grant work
 - solar info
 - location
 - \$ generated

- solicit public concerns with project
- explain what public does have input on
 - usage of 2 small offices
 - gift shop
 - small group meetings
 - management office (for whoever handles MH day to day)
 - intended uses of addition
 - Capital Reserve Fund
 - ask for creative funding ideas - for feedback only
- explain what is not under our control
 - changes to building and immediate area
 - determined by DHR
- feedback collection
 - Sue - take notes
 - record questions during presentation, address at end
- show community involvement
 - request input for email list
 - past survey results
 - use fall newsletter to collect feedback on 10/23/23 meeting
- advertising of input meeting
 - Cathy - Baysider, Facebook, Town calendar
- information gathering
 - share Powerpoint
 - record meeting and post to social media? - Sue will check
 - ask TA for permission
 - library is already set up for this
 - warn those attending that meeting is being recorded
 - share presentation with comments off
 - comments can be sent via Meetinghouse email
 - Apple Bake-Off
 - advertise public input meeting
 - Cathy will collect input and emails from those attending

- input for newspaper story
 - 4 phases of project and what's been done
 - goal approved by BOS
 - grant's purpose
 - highlight
 - renewable energy
 - possible income
 - connection to master plan
 - community support
 - use of facilities
 - proposed uses over time
 - historic building
 - request comments, support for project via email

septic

- timeline
 - when will plans be ready?
 - we need them for installation estimate
 - Cathy - wanted to know about PO approval first
 - feedback - payment has been approved

documents sent to BOS

- Asset Management Plan
 - sent to lawyer for review - no approval yet
- Rental Agreement
 - approved 10/10/23
- Rental Application
 - approved 10/10/23

meeting with Wendy Anderson, landscape architect

- she needs a consolidated goal
 - what everyone agrees on
 - BOS have final say
- determine what "finished" means
 - cost overruns mean outside might not get done
- Cathy - start with historical view, per DHR
 - DHR doesn't want area from MH to pound to grave sites disturbed
 - level #1
 - no impact on site

- level #2
 - least impact on site
- what we need
 - assured handicap access to building
 - DHR - one handicap parking space near front of building
 - MRC sub-committee
 - needs total budget cost estimate for grant
- Wendy needs from us
 - list of how we and others will use property
 - list of minimum needs
 - utilities plan
 - assessment for test pits
 - digital maps - CADD
 - easier for her to manipulate
 - Bob will check with tax collector
- parking
 - part of proposal
 - should we stop driving past MH
 - gate off to control access?
 - current driveway accessing road is dangerous
 - should have highway engineer review and make recommendations
- main points for proposal - send to BOS by 10/24/23 if possible
 - ADA access to building
 - ADA parking
 - possibly 3 spaces (# of cars = # of ADA spaces needed)
 - access from field parking lot to building
 - safety of driveway access to road
 - lighting - to trail and field parking?
 - septic site reclamation
 - what type of plants?
 - deer browse
 - natives
 - will need plan to maintain over time
 - create guide book with plan to implement
- installation estimate
 - prices fluctuate - makes estimating difficult

Bob noted that we don't have enough money in our account to pay for the landscape proposal and it can't come from the CRF.

Sue reported that Clayton is waiting for site visit dates for the level 2 energy audit and estimate request for moving the electrical pole. We will need separate estimate from TDS as well.

Sue will contact Arron Sturgis for an updated estimate for Phase II.

Motion to adjourn at 1:00 pm. (C. Allyn/E. Phillips) Motion passed unanimously.

Respectfully submitted,
Susan Randall, Secretary
Meetinghouse Restoration Committee

Future meetings: 10/16/23, 10/20/23, 10/24/23, 10/27/23

Time: 10am - noon

Location: Community Room at Fire Station

ACTION LIST

Ellen

- public input meeting - check on white board, markers, chairs

Sue

- ask TA for permission to record public input meeting
- take notes on public feedback
- contact Arron Sturgis for updated Phase II estimate

Bob

- check with tax collector for digital map
- check with CEO - do we need to go through ZBA for site work?

Cathy

- provide maps for landscape architect