

**The Dunbarton Town Hall & Theatre Restoration Project**

Meeting Minutes

Wednesday, December 18, 2013

7:00 P.M.

**Trustees Present:**

Chair: Tiffany Dodd Vice-Chair: Margaret Watkins Secretary: Shelley Westenberg Selectman Representative: Travis James Clement T. Madden Judy van Kalken
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**Guest:** Mark Antonia, Library Representative

- **Motions made:**
  - Margaret Watkins made a motion to approve the November Minutes. Travis James seconded.
  - Travis James made a motion to approve the November Treasurer's Report. Judy Van Kalken seconded.
  
- **Schematic Design Phase I: Final Report Completed**

The Final report submitted to the DTH&TRP by CMK Architects includes the Final Engineering report.
  
- **Construction Committee**

Clem Madden has met with Gary Chicoine, and Mr. Chicoine has been kind enough to offer his office space for vetting possible contractors or Construction Managers. The process of asking for bids from the contractors will give us a better sense of the final cost of the project.

  - Tiffany will draft the report for the 2013 Town Report. The report should stress that the restoration of the Town Hall does not simply involve installing an elevator: There are many steps that have to be taken to make the building's second floor meet code, including installing a sprinkler system, new bathrooms and a pump downstairs. The point was made that the Town has been consistently investing a lot in the maintenance of the building already in terms of roofing and repairing the porticos.
  
- **Town Election Day**
  - Shelley will draft a tri-fold handout. *Dunbarton Arts on the Common 2014* will be promoted.
  - Tiffany will visit the PTO and other town organizations in preparation for voting.