

The Dunbarton Town Hall & Theatre Restoration Project  
Meeting Minutes  
Wednesday, January 28, 2013  
7:00 P.M.

**Present:**

Chair: Tiffany Dodd  
Vice-Chair: Margaret Watkins  
Treasurer: Ted Vallieres  
Secretary: Shelley Westenberg  
Web Master: Travis James  
Fire Chief: Jon Wiggin  
Selectman Representative: Les Hammond

- **Motions made:**
  - Jon Wiggin moved to approve the November minutes. Travis James seconded.
  - Margaret Watkins moved to approve the Treasurer's Report. Travis James seconded.
- **Design Phase**
  - Maggie Stier of the *N.H. Preservation Alliance* recommends strongly that the addition to the back of the Town Hall be made to look more evidently new, as per the Secretary of the Interior's *Guidelines for Rehabilitation*. CMK Architects are aware of this and are working on revising the design.
  - Mark Vincello of WV Engineering Associates in Keene will complete the Mechanical Engineering Report. This service is part of the initial cost to the architect.
  - A *Fire Report* was performed by Jerry R. Tepe, retired architect. A basement generator may require an upgrade in electrics. 250 people will be allowed on the second floor at one time. The wall at the top of the grand staircase can be removed, as long a floor-to-ceiling walls enclose the current storage rooms up there.
  - CMK has promised a revised report by February 27.
- **Fundraising ideas:**
  - Monthly "Meet and Greet" events at the Town Hall
  - "White Party" in July
  - Possible 3-year pledges
  - An upcoming meeting about creating sponsorships
- **Town Meeting presence**
  - A flyer explaining DTHTRP progress to date and need for passing warrant article will be made and distributed at Transfer Station and at voting day
  - Tiffany is pricing T-shirts with the Town Hall on them, possibly reading "Bring Back our Landmark"
- **Dunbarton Arts on the Common**
  - Painted slates will be offered as a fundraiser, as well as free tours of the upstairs.