

The Dunbarton Town Hall & Theatre Restoration Project

Meeting Minutes

Monday, June 23, 2014

7:00 P.M.

Trustees Present:

<p>Tiffany Dodd, Chair/Treasurer Margaret Watkins, Vice-Chair Clement T. Madden Jon Wiggin, Fire Chief</p>

Guest: Travis James

- **Motions made:**

- Tiffany Dodd made a motion to approve the May Minutes with minor changes. Clem Madden seconded. Motion passed.
- Clem Madden made a motion to approve the May Treasurer's Report ending May 31, 2014. Margaret Watkins seconded. Motion passed.

- **Update from the Construction Advisors**

-Clem reported we held a walk-through with five design firms/architects last week – June 19th at 4pm at the town hall. Included tour of attic, 2nd floor meeting space, lobby area, library and basement.

Windy Hill Associates, New Boston, NH

CMK, Manchester, NH

SMP Architecture, Concord, NH

PH Design Architecture, Milford, NH

Harriman Architects & Engineers, Manchester, NH/Auburn & Portland, ME

Questions included a discussion regarding geothermal, and clarification regarding the price to include in the bid for MEP & Sprinkler Systems – Clem recommended that an addendum be issued outlining the specifications for price for MEP and Sprinkler System. Additionally it was discussed that the addendum include an extension of the deadline for the bids to Thursday, July 3rd at 2pm. After the deadline and bids are received, copies of the bids will be provided to each trustee and interviews will be scheduled with the firms. The interviews will be open to the public for observation. Feedback from the NH Preservation Alliance will be encouraged throughout the process. June 26th will be the next visit to the selectmen's meeting to obtain approval on the Construction Manager (CM) RFP and the process to hire a CM will begin. CM walk through is scheduled for July 8th at 4pm.

- **Update from the Development Advisors**

An informational party will be held June 25th 99Tenney Hill Rd. - the house of the Nickersons

49 invitations have been mailed, many thanks to Enid and Don Larsen for their assistance.

Other House Parties are in the works – excellent way to share information regarding the project and give residents an opportunity to ask questions and learn about updates on the project as well as ask for contributions. All trustees are welcome to attend.

Fundraising budget updates were discussed taking into consideration the impact of possible LCHIP funding or not, and how that impacted the portion of the town's contribution. Our application for the LCHIP grant is Friday, June 27th – results from the LCHIP Board in late November.

- **Update from the Friends of the Town Hall**

Possible fundraising event is in the works for early next year with the assistance of Steve Singer. Looking for ideas for entertainment that will draw a crowd and be attractive to possible sponsors.

Upcoming events for 2014 include Old Home Day, elections in Nov. and holiday event.

Promotion will need to include sign on the town common lawn, phone banks and email campaign – monthly updates demonstrating the value of the project and why this is so important for Dunbarton and our community.

*****These minutes have not yet been officially approved*****