Town Hall Preservation Committee
Minutes
Regular Meeting
1/23/2018

Membership in attendance: J. Giotas, J. Sullivan (arrived at 4:45PM)

Staff in attendance: Acting Town Administrator Donald Winterton, Code Enforcement Officer Matt Lavoie, Town Engineer Bruce Thomas, Director of Public Works Earl Labonte, Project Coordinator Nick Germain

Meeting officially began at approximately 4:45PM

Topics Discussed

Warrant Article

James Sullivan will introduce the Old Town Hall Renovation article at the deliberative session. John Giotas will second. In the days prior to the meeting, Mr. Sullivan to engage staff on any extra details that could assist in his explanation of the proposed renovation(s) – including costs and project details as needed.

Conservation License Plate Grant – Singing Gallery Restoration

Project Coordinator announced town’s side of the grant acceptance paperwork was complete. Staff currently waiting on final signature from DHR Director.

Attending officials discussed several issues to be considered before pursuing the gallery restoration. Noted the requirements of the grant agreement, work approval by LCHIP, and the need to consider the potential impact of the proposed warrant article renovations.

Staff and THPC will look into logical timing of the gallery work after the results of town meeting are known.

Project Coordinator to look into level of plan detail required before LCHIP and Conservation License Plate approval can be obtained.

Other Business

Kathie Northrup, Heritage Commission Chair, contacted staff regarding some left over issues from the summer and fall before she resigned. Issues were summarized and addressed by THPC/staff:

Proscenium remnants – It was noted in the Existing Conditions Report (page 18, Hengen Memo) that an original piece of the main hall’s stage proscenium was still visible. Report noted the remnants might represent a unique preservation opportunity. However, public works staff couldn’t confirm that the stage pieces were preserved as intended in the main hall demolition.
Matt Lavoie, Code Enforcement Officer, supported this perspective, and the material is currently presumed lost or destroyed unrecognizably.

**Custom molding:** Town no longer needs to spend up to $300 on custom molding as there was apparently some left over. Motion authorizing the purchase can be canceled. Kathie was to put a note on the leftovers and attempt to store the material in the vault.

**State Archaeologist**

Kathie contacted State Archaeologist’s office in regards to the necessity of archaeology work related to several town hall projects. He responded: “Thanks for providing the update and photographs. After seeing them, I feel comfortable with the decision that you will not need to do any archaeology for the drip edge and the rear stairs [projects].”

Kathie noted that the floor reinforcement work may require minor excavation, and that the State Archaeologist’s input likely needed again before completing all the projects recommended by TF Moran.

Staff to address prospective archaeology when floor reinforcement projects begin to be planned in earnest.

**Building Attic**

Addition attic is cleared out save for some minor debris leftover in the remaining portion at the street facing entrance.

**Building Use Idea from Facebook – Community Market / Demonstration Space**

Kathie stated that an unnamed individual suggested using the main hall for community markets and demonstrations. Staff and THPC members agreed the idea sounded very promising, but that utilizing the building at a practical level was still far off given its current state.

**Meeting ended at 4:50 PM – unanimously approved**

Submitted by:

Nick Germain
Town of Hooksett
Project Coordinator.