

GOFFSTOWN HISTORIC DISTRICT COMMISSION

Meeting Minutes
January 27, 2016

PRESENT: Ruth Gage – Chairman, Mark Collins, Lionel Coulon, Phil D’Avanza, Mark Lemay - Selectmen Representative, Mary Sullivan – Recording Secretary, and Derek Horne – Assistant Town Administrator.

Not Present: Elizabeth Dubrulle – Alternate and Rodney Stark - Alternate.

1. **Call to Order:** The meeting was called to order at 6:40 PM by Ruth Gage, Chairman.

2. **Acceptance / Correction of Previous Minutes:** The minutes from the December 16, 2015 meeting minutes were accepted as presented.

Phil made a Motion to accept the December 16, 2015 meeting minutes as presented. Mark C. seconded the motion. Mary abstained. Motion Carries and Ruth abstained. Motion Carries 5-0-1

3. **Treasury Report:**

A. <i>Operating Budget:</i>	\$ 3,200.00
	(subject to Town Meeting)
B. <i>Heritage Fund:</i>	\$ 4,855.17

4. **Grasmere Town Hall Restoration:**

Grasmere Town Hall Fire Escape:

Phil presented that the Subcommittee met with Fire Chief O’Brien and went through the checklist of things that need to be completed in order for the Grasmere Town Hall to obtain a Certificate of Occupancy. Phil stated that he has received quotes for costs of some of the items that need to be completed which includes the removal of the rear fire escape and infilling of the windows.

Phil and Lionel went to the Selectmen to ask the Town to encumber the structural funds. There were questions as to whether or not the side fire escape will be approved before it is painted and asked whether the Fire Department would approve that or not. That had not been discussed with Chief O’Brien. The Board of Selectmen approved the funds for painting of the fire escape and encumbered the funds for the infilling of the windows. Phil met with the Chief O’Brien and he approved of all the discussed work. Empire has agreed to remove the fire escape in the rear of the building when they are at the building doing the repairs on the fire escape on the side of the building.

We discussed our funds and the upcoming costs and how they will be paid. We will have enough funds to cover the removal of the crash bars, painting, repairs, infilling of the windows and removal of the rear fire escape, but we might not have enough funds left over to cover the cost of the outside emergency lights. We need to bring this to the attention of the Board of Selectmen.

We will wait and see how the budget goes at Town Meeting.

The Purchase Orders are in effect. We need to confirm the agreement with Target and Empire and coordinate having the work complete when Merri-Loo is not in session, either during the February or April school vacations.

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5. Grant Opportunities:

Derek presented us with a Memo regarding three possible grant opportunities that are available to the HDC. Any grants need to be preapproved by the Board of Selectmen. We discussed and we would like to file a letter of intent for the Moose Plate Grant to ask for the money to pay for the needed Outside Emergency Lighting. We would also like to send a letter of intent for the CLG Grant as well.

Phil made a Motion to authorize Derek to move forward with the letters of intent for the Moose Plate Grant to be used for the Outside Emergency Lighting. Derek is also authorized to a letter of intent for the CLG Grant to have a survey completed of the Grasmere Historic District. Lionel seconded the motion. Motion Carries 6-0-0

6. Any Other Business as Needed:

Fundraising? How can we build up the Heritage Fund? We discussed doing another Newsletter as we have not sent one out in quite a while. We really need to have the work completed upstairs before we do a newsletter. If we keep people informed it will keep up the public interest. Ruth will look into information for the newsletter. Derek says that the Town has all of the necessary Publishing Software and he can do the template if we come up with the articles for the newsletter. Derek mentioned that we could sell t-shirts and other merchandise at upcoming Town Events to raise money.

The electrician will be going in next week to wire the compressor to the sprinkler system.

7. Adjournment:

Mary made a Motion to adjourn. Lionel seconded the Motion. Motion Carries 6-0-0.

The meeting was adjourned at 7:26 PM.

The next HDC meeting will be held on Wednesday, February 24, 2015 at 6:30 PM at the Goffstown Town Hall.

Respectfully submitted by:

Mary Sullivan,
Secretary

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE GOFFSTOWN HISTORIC DISTRICT COMMISSION.