

GOFFSTOWN HISTORIC DISTRICT COMMISSION

Meeting Minutes

May 25, 2016

PRESENT: Ruth Gage – Chairman, Lionel Coulon, Phil D’Avanza, David Pierce – Acting Selectmen Representative (arrived at 6:40 PM), Mary Sullivan – Recording Secretary and Derek Horne – Assistant Town Administrator.

Not Present: Mark Lemay – Selectmen Representative, Elizabeth Dubrulle – Alternate and Rodney Stark – Alternate.

Guest: Sue Desruisseaux, Town Administrator

1. **Call to Order:** The meeting was called to order at 6:35 PM by Ruth Gage, Chairman.

2. **Acceptance / Correction of Previous Minutes:** The minutes from the March 23, 2016 meeting minutes were accepted as presented.

Phil made a Motion to accept the March 23, 2016 meeting minutes as presented. Ruth seconded the motion. Motion Carries 3-0-1.

3. **Treasury Report:**

A. *Operating Budget:* \$ 3,197.87

B. *Heritage Fund:* \$ 4,944.17

We received a donation of \$25.00 that will be deposited into the Heritage Fund.

4. **Grasmere Town Hall Restoration:**

A. *Fire Escape:* The work at Merri-Loo has been completed.

B. *Painting Bids:* Derek presented the bids received for the painting project. We only received three bids: Target New England of Alton, NH; Capriolo Painting, Inc. of Newmarket, NH and Score Construction Corporation of Londonderry, NH. The RFP was very detailed in the scope of work that is required. However, the only contractor to submit a bid that met all of the criteria of the RFP was Target New England. We discussed that of the contractors submitting bids for this project, Target New England is the only one that specializes in Historic Preservation work. This information will be presented to the Board of Selectmen for approval.

Phil made a Motion that we recommend Target New England of Alton, NH to complete the work for the repairs and painting of the building. Lionel seconded the motion. Motion Carries 4-0-1. David Pierce abstained.

C. *Checklist Items:* We still need to have the fire alarm hooked up and sheet metal needs to be installed.

D. *Septic System:* Sue Desruisseaux reported that she was notified by the Town Building Inspector, who attended a recent conference that was presented by the State Department of Environmental Services, that the State is enforcing the rules regarding the removal of all properties have a cesspool. In 2004 the State had made notice to the Town that the cesspool at the Grasmere Town Hall needed to be upgraded replaced by an approved septic system. In 2007, the Town did contract to have

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plans designed for a septic system but no other work was done regarding that issue. Sue found the original design plans and has brought it to the attention of the DPW and they will be reviewing the plans. Sue is waiting to hear back from DPW to see if this work can be completed in-house or if it will have to go out to bid. Sue will present this to the Board of Selectmen and will report back to us on any new details and what steps will need to be taken. New plans will need to be designed per today's cost figures and code regulations. We will need to provide this documentation to the State to show that we are working to rectify this issue.

5. **Historic Markers:** Derek has forms to be signed by Saint Lawrence Church and Saint Matthew's Church and then Derek will submit these forms to Sousa Signs. This will conclude all of the signs that have been ordered to date.

6. **Any Other Business as Needed:**

7. **Adjournment:**

Lionel made a Motion to adjourn. Phil seconded the Motion. Motion Carries 5-0-0.

The meeting was adjourned at 7:45 PM.

The next HDC meeting will be held on Wednesday, June 22, 2016 at 6:30 PM at the Grasmere Town Hall.

Respectfully submitted by:

Mary Sullivan,
Secretary

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