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PLEASE NOTE THE MINUTES ARE THE OFFICIAL RECORD OF THE MEETING.**



Town of Goffstown

TOWN OFFICES

16 MAIN STREET • GOFFSTOWN, NH 03045

Date: March 24, 2016
To: Sue Desruisseaux, Town Administrator
From: Derek M. Horne, Assistant Town Administrator
Subj.: Summary of HDC 3/23/16 Meeting

The Historic District Commission met Wednesday, March 23, 2016. In addition to approving minutes the Commission members discussed the following items.

ELECTION OF OFFICERS & MEMBERSHIP

The HDC elected Ruth Gage as Chair and Phil D'Avanza as Vice Chair for 2016. HDC member Mark Collins, whose current term expires at the end of March, notified the HDC he does not intend to seek reappointment at this time to allow him to focus on other endeavors.

GRASMERE TOWN HALL RENOVATIONS

Target New England has reinstalled the crash bar on the door for the west side fire escape and secured the rear fire escape door. The fire rated window has been ordered and I will check on the status. Target New England is prepared to work on the windows during the evening and on weekends. I have provided access to the building for the 2nd floor and need to confirm with the tenant, Merri-Loo, about accessing their space during the evening and weekends.

Vice Chair D'Avanza spoke with the neighbor, Mr. Tibbetts, about the work to be done onsite. Mr. Tibbetts was okay having the lift access Grasmere through his property. He wanted to be informed of the schedule for this work as it proceeds.

Mark Collins informed the board they were still waiting on a quote for installation of the emergency lighting on the outside of the building for the west side fire escape.

GRANTS

I informed the Commission that letters of intent were submitted as authorized by the Board of Selectmen (2/1/16). A letter of intent was submitted for the Moose Plate Grant to install required emergency lighting on the fire escape and install safety handrail on the stage of Grasmere Town Hall. The Division of Historical Resources and the NH State Council on the Arts has reviewed that letter and requested the HDC submit a second letter of intent to the State Council of the Arts for their Moose Plate Grant. They felt it would be more competitive and may result in a successful grant application. The HDC requested that a second letter be submitted to the State Council of Arts. A letter of intent was submitted for a CLG Priority I Grant to update Individual Resource Inventory Form. This letter of intent was currently under review and the application period is upcoming.

HISTORIC MARKERS

The Commission wanted work completed so the four historic markers could be installed this spring. The final property owner forms needed to be completed and sign produced. I will follow-up on this.

The HDC's next meeting is Wednesday, April 27, 2016 at Goffstown Town Hall.

ASSISTANT TOWN ADMINISTRATOR