

**Minutes for the Town Hall Renovation Committee Meeting
approved on May 16, 2023**



**TOWN OF MASON
TOWN HALL RENOVATION COMMITTEE MINUTES
FOR THE MEETING OF MARCH 21, 2023**

A meeting of the Town Hall Renovation Committee (“Committee”) of the Town of Mason was held on Tuesday, March 21, 2023 at 5:11 p.m. at the Mann House, 16 Darling Hill Road.

The following persons were in attendance for all or a portion of the meeting:

Committee Members: Barbara DeVore, Jim Dore, Pam McGinnity, and Ken Rafter.

The following Committee member were absent: Connie Lacasse, Darryl Ellis, and Marty Milkovits,

Approval of Minutes

The Chairman inquired whether there were any comments with respect to the draft minutes of the February 21, 2023 meeting. After a brief discussion, and on a motion duly made by Pam McGinnity and seconded by Barbara DeVore, the motion unanimously passed:

Resolved: that the minutes of the February 21, 2023 meeting of the Town Hall Renovation Committee are hereby approved.

Committee Funds

Jim reported that Warrant Article 14 to move \$10,743 of funds that the committee previously raised to the renovation committee from the general fund was approved at the March 18, 2023 town meeting. As a reminder, we are not able to raise funds or accept donations or grants directly for the Committee Fund, instead we have to have funds deposited into the General Fund until approval is received to move them to the Renovation Fund.

Foundation Work

The BOS approval for final work quote to correct the piers and timber support of the floor and foundation is pending receipt of a certificate of Insurance from Earthworks by LeClair & Sons, Inc. and the weather. Once approval is received Mark will schedule the 4 to 5 days needed to complete the project. No start date or approval date as of this meeting date.

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Windows Project

Marty Milkovits was not at the meeting and will update us when available on his outreach to the window contractor and whether he was able to get updated proposal given the timing that has elapsed and will elapse until commencement of work.

Town Hall Use Suspension

The use suspension was brought up at town meeting with no change in that status. The Select Board and Chief Burns are requesting that the State Fire Marshall tour the building and see if it can be approved for limited use as is or if not, what would need to be done to the renovation in order to get limited use approval. We will then need to document what the limits would be on the use until the building is deemed completely usable. The Committee will need to discuss further at the next meeting after further inquiries are made by Wally and Barbara.

Roof Project

Will be done in Several Phases. Wally was not able to attend the meeting to provide the committee with an update. He will update us at a future meeting on his success obtaining an estimate/proposal/quote for the demolition work to be done in Phase 1 of the roof project and how his discussion went involving the demolition work and how best to remove the debris out of the second floor and into a dumpster with the least impact on the building.

We will eventually need to obtain quotes for review and approval of the Select Board and if approved to submit for grants to fund the project. If we are going to apply for State funding this year we need the quote prior to May 5, 2023.

Once the upstairs is open and exposed we can also plan the second phase of the roof project. We will need to determine which roof reconstruction option to choose including repairing/replacing the beams supporting the roof structure and whether the roofing material can be an architectural asphalt shingle roof with a color to match the Mann House roof or whether due to weight load on the roof it will have to be a metal roof. According to the engineering studies, no determination could be made as to whether the problems with the roof began prior to the installation of the second floor or because of the second floor's added weight. We should consider the load and taking even more weight off of the structure. Installing a metal roof would eliminate approximately 50% of the weight of snow on the roof. It was mentioned in the reports reviewed that this might be approved by the state and still qualify for state funding but if this is the option chosen, that we should seek approval with justification of the need for the metal roof prior to a final decision being made.

Grant Activity

1. 2023 LCHIP Applicant Webinar - April 17, 10:00 A.M.

This webinar will orient potential applicants to LCHIP's web-based Grant Management portal and the 2023 application process and is required each year for all applicants. Jim will attend.

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2. 2023 Moose Plate Grant (Amt. has been increased to \$20k)
Letters of Intent due - May 5th
The deadline the grant proposal is June 23, 2023.

Publicity & Events

We are still planning and making arrangements for the craft fair in November 2023 but we are planning to hold it at the school and can shift to the town hall if we are told that it is approved for that use. Pam, Barbara, Martha and Mae are meeting within the next week and will update the Committee at the next meeting.

New Business:

Barbara said that she will lead this year's Yard Sale Effort with a tentative date of June 24th from 8AM to 1PM. We need to set an amount to charge those residents participating at the next meeting, possibly \$20. Pam made a motion for the Committee to approve the expenditure for advertising the sale in the Jomarc Advertiser. Jim made a motion to approve the \$40 charge, seconded by Pam and unanimously approved.

Resolved: The Committee approves the expenditure of up to \$40 for advertising the yard sale.

Next meeting:

The next meeting for Tuesday April 18, 2023 at 5:00 PM at the Mann House, Town Offices, 16 Darling Hill Road, Mason, NH 03048. Pam indicated that she will not be able to attend the meeting.

Meeting Adjournment

There being no further business before the committee, Jim asked for a motion to adjourn the meeting at 5:52PM. On motion duly made by Barbara DeVore and seconded by Pam McGinnity all of the Committee members present then voting, it was unanimously resolved to adjourn the meeting.

Committee Member Appointment Terms:

Barbara DeVore	March 2025
James Dore	March 2025
Darryl Ellis	March 2025
Constance Lacasse	March 2024
Pamela McGinnity	March 2025
Marty Milkovits.	March 2025
Kenneth Rafter	March 2026