

Candia Heritage Commission

Approved Minutes of February 10, 2011

Attendance:

Present: Diane Philbrick, Carleton Robie (Selectmen's Rep), Ray Cresswell, Christine Dupere, Betty Sabean, Ken Madden, Ron Thomas.

Sarah Giles (alt), Carol Howe (alt).

Guest: Pat Larkin

The meeting was called to order by Chair, Diane Philbrick at 7:30 PM

Alternate: Carol Howe was seated as a voting member until Ken Madden arrived:

Minutes:

The minutes of the January 13th and 24th meetings were approved as corrected on a motion by Carleton Robie and a second by Betty Sabean and a unanimous vote of those present.

Communications:

Diane Philbrick read a note from the Candia Congregational Church thanking the Commission for its participation in December's "Lights on the Hill".

Diane Philbrick read a letter from Mimi Alberu requesting consideration as an alternate commission member. After a brief discussion Ron Thomas moved that Mimi Alberu be proposed to the Board of Selectmen for appointment as an alternate to the commission. Seconded by Chris Dupere and adopted by a unanimous vote.

Carleton Robie reported that Linda Maxwell, a Fitts Museum Trustee, has notified the Board of Selectmen that they are interested in using the Smyth Memorial building in the future. Guest Pat Larkin notified the commission that the Fitts Museum has two open trustee positions and they are seeking candidates for those positions.

National Trust Funds Application:

The grant application was mailed on January 28, 2011. There was a brief discussion regarding the preparation of the grant.

Carleton Robie stated that the commission has committed to the Board of Selectmen to apply for a State grant as well as the federal grant for the Smyth Memorial Building. He suggested we begin work on that grant.

Ron Thomas noted that it has been questioned as to whether we can accomplish the rehabilitation planning for the submitted \$5,000 and that it would be prudent for the commission to confirm those numbers prior to submitting the state grant. He suggested that the state grant has a rolling deadline and he was in favor of documenting the rehabilitation scope of work, issuing a proposal, and obtaining some hard cost numbers before we submit the second grant. After considerable discussion it was agreed to complete a scope of work (see last page of minutes), talk to the NH Division of Historical Resources (Ron Thomas will contact

NHDHR) and obtain their suggestions as well as obtain an energy audit (Diane Philbrick will contact the NH OEP regarding the audit).

Smyth Memorial Building Septic Design:

Ken Madden reported the design has been completed and needs to be submitted to the state for approval. That submittal must be accompanied by a \$300.00 check. Carleton Robie asked Ken to submit the request for a check to the town office. Ken stated he believed the design would receive approval by the state.

Heritage / town property walk:

Diane Philbrick invited commission members, as well as the Conservation Commission members, to participate in a walk of the Fogerty Road and adjacent town property to view the mill sites and homestead site contained in the property. According to a state archeologist, these mill sites represent unique ruins worthy of recognition and protection. The Walk **is proposed for Sunday February 27th at 1:30 PM. It will take two hours. Please RSVP to Diane (483-8239) by Wednesday the 23rd.**

8. Other business:

Web site changes- Diane Philbrick discussed the matter of keeping the Heritage Commission web site updated. Betty Sabean agreed to review the web site for its appearance and content, Ken Madden will scan the "Hill Map" so it can be added. All members should review the site and comment at our next meeting.

Next meeting – Thursday March 10, 2011, 7:30 PM at the town office meeting room.

Meeting adjourned at 8:59 PM

Respectfully submitted

Ron Thomas

Secretary

Smyth Memorial Building Rehabilitation Project

Scope of Assessment

It is the desire of the Town of Candia to rehabilitate the Smyth Memorial Building, a Registered National Historic Property and a Registered State of NH Historic Place, for use as a public meeting place for groups of 49 people or less.

The scope of any proposal shall include:

- Building condition assessment
- Fire Code Analysis
- ADA accessibility analysis
- Feasibility assessment

The above shall include the following building details:

- Heating System
- Alarm system
- Communications system
- Electrical system rehabilitation
- Entrance way
- Floor rehabilitation or replacement
- Windows
- Interior finish
- Self locking entryway for public access
- Removal of main floor book stacks
- Chimney and fireplace (suitability for use – heat conservation)
- Plans and drawings for construction of:
 - In main floor back room:
 - Bathroom (s)
 - Small Kitchenette
 - Storage closet
 - Entrance to external lift or elevator (if required)
 - ADA and fire code acceptable entrance:
 - If ramp is proposed, Provide design that includes a granite facing and treatment of the front steps.

Any documents or plans for preservation work that result from the project must conform to the secretary of the Interior's *Standards for the Treatment of Historic Properties*. Proposals are not limited by the above list. Any structural systems and or architectural details requiring modification to meet current building codes, ADA and fire codes should be brought to the attention of the owner and added to the proposal.