



Zechariah Boodey Farmstead Committee
Meeting Minutes
Town of New Durham NH

November 13th, 2023
Approved as presented December 11, 2023 CEO, Chair

Present: Fran Frye, Crissa Evans, Scott Drummey, and Cathy Orlowicz.

Absent: Excused: Sherry Cullimore, and Cat Murzyn. Guests: Susan D'Entremont.

The meeting convened at 6:00 pm at the New Durham Town Hall.

Following review of the agenda, there were no additions or other changes.

Crissa motioned to approve the October 9th, 2023, meeting minutes as presented. Scott seconded the motion. The vote was 3-0-0 in favor of the motion.

Financial review:

The December Prime Warehouse invoice was processed, as authorized by votes from the Committee and Select Board. Copy of the invoice and check request were made available to the members for their review. There were no questions. There has been a change in financial personnel at the Town Hall. Interim V. Blackden has gone through finances and found many items have not been processed as required. Once she has settled in for a few days, the Chair will request to meet with her to discuss and review the accounts for the ZBF Project.

Per the Chair's records, the charitable fund account (sometimes referred to as a non-tax fund) is \$15,443.61, with an available fund balance of \$14,193.61. The invoice to Greymont Earth Material for the purchase of gravel, invoice number 2159 in the amount of \$10,890.00, per PO 2819 was processed and submitted to finance October 23, 2023. These are the funds that are not committed to fund approved activities.

Per the Chair records, the 2023 Operating Budget has a balance of \$552.50 remaining. This is enough to publish the fall edition of the newsletter.

The Committee's 2024 Operating Budget request has been approved by the Select Board. It includes the \$200.00 maintenance for the lawn mowing, and an increase in Contracted services to \$6,000.00, up from \$4,000.00, for architect services. This amount is seed money and will supplement outside funding resources. They see this as a 3:1 expense ratio as favorable. Presentation will be made to the Budget Committee on November 15th.

The Chair distributed a tally sheet for known committed expenditures, targeted funding source is the charitable fund, for the project. The impact leaves a remaining balance of approximately \$4,110.00 in the charitable fund account.

The Capital Improvement Plan has been completed, and copies distributed to chairs and department heads for their review. The Capital Improvement Committee did support the request to establish a new CRF/ETF for the paving of the parking lot. They recommended annual funding of \$3,000.00 each year for ten years. The Select Board did not move forward with placing a warrant on the ballot for this year.

Other Business:

Boodey Hometown Revels: The Chair went to Mitchell Hill BBQ to hear "A Rose and Two Thorns" band. (Also, members of Cedar Mountain Bluegrass band.) While there, the members of the band and owners Bob and Rocky of Mitchell Hill expressed interest in coming to the next Revels event. It was by unanimous consensus of the Committee to have them come back.

There was discussion about some of the feedback from this year's past event, regarding the name. It was shared that it was unclear what our event was about, what did the name mean. The question was asked, should we consider a name change? Should we do raffles or not. They were marginally profitable. Perhaps an electric bike or an iPhone, or Baseball night out at the Portland Seadogs would be of interest. The idea was to do a "large" raffle item. Perhaps have a fire truck at the event. Could the site be used for a Cub Scout camp out? Crissa will talk with Celeste about working with Parks n Rec Activities. She will also talk to a contact about a fire truck attending the Revels event, July 13, 2024. Scott will talk to Best Buy about raffling an iPhone. How would the service work? Some light discussion about opening the event to more types of vendors and renting out spaces. More talk about this at a later date.



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Planning Revels Event next Year: Keep in mind the dates of other groups' events in mind is needed. There is strong interest in looking to draw in teenage groups for participants, perhaps collaborating with Parks n Rec.

Contracted Services: Crissa and Cathy met with the Architect, end of October, to talk about the project, its mission and goals, and answer questions the firm had regarding addressing energy codes and structural assessment. They said with our drawings, we were ready to go to engineering drawings. There will be a need to complete structural assessments on all the timbers. They have agreed to prepare and submit a proposal within the next few weeks. This phase of the project will require a lot of discussion and decisions about the project. Cathy has started assembling a notebook of architectural features typical of historic buildings, such as examples of timber frame repairs, scarf joints, window treatments, window designs and mutton designs and doors, etc. She asked members to look for visual examples of what they expect. All this information will be helpful when having discussions, as we all have a different knowledge level of historic preservation and compliance with the secretary of interior standards for historic preservation.

Cathy contacted Shawn Perry to confirm he had received payment for all current invoices. He confirmed he had. He did share he is about 50% done and would like to meet with the Chair to answer some questions regarding the duplication of numbered parts and a few other details.

Meeting Schedule: Committee agreed to continue with meeting on the second Monday of the month. The Chair will update the calendar.

Volunteer hours from the members were collected.

The next scheduled meeting is Monday, December 11 at 6:00 pm at the New Durham Town Hall, Main Street.

Scott made a motion, seconded by Crissa, to adjourn the meeting at 8:30 pm. Vote in favor of the motion 4-0-0.

Respectfully Submitted,

Catherine Orlowicz, Chair
Scott Drummey