

# Zechariah Boodey House Committee Meeting Minutes



Approved  
as amended  
11/12/16  
CED

## Boodey House Committee Meeting Minutes

October 23, 2016

Cuito

Present: Sherry Cullimore, Cathy Orlowicz, Fran Frye, Crissa Evans and Tatiana Cuito, guest.

The Meeting convened at 10am at the New Durham Town Hall.

Crissa moved to accept the minutes of Sept. 25, 2016, as presented. Fran seconded and the motion passed unanimously. The minutes were immediately posted in Town Hall and a copy given to Town Administrator, Scott Kinmond.

Cathy passed out the updated drawings of the Boodey House and barn. Dimensions were added for the ell, bigger fonts and areas were correctly labeled as to projected use. Generally more detail was added to give a realistic look.

Cathy was able to chat with Michael Kender about getting some up dated quotes. He was sent a follow up letter out lining what was said and what we need from him. The barn has been added since we last talked with Michael when he gave us a rough budget, then, for \$600,000. Now we need a budget for the construction for a barn 40' x50', with a concrete floor with radiant heating, as well as a basement for the ell where our utilities will go. See a copy of the letter appended to these notes. Cathy sent him a packet of pictures and measurements. Michael will not be available until November.

Cathy recently met with Town Administrator, Scott Kinmond, regarding the barn section of the Boodey Project. He expressed strong interest in our project. We need to present our project to the Board of Selectmen when we get a budget.

Cathy also talked to Scott about the possible problem presented with Crissa moving and Sherry going away for several months. Scott is working on this issue and he understands the urgency. We would like to keep Crissa on the committee when she moves to Oregon. Scott has several ideas, i.e. Skype, conference calls, etc.

Cathy attended the recent planning meeting for the Master Plan on infrastructure. Comments were made on the need for more meeting space in town. There were discussions on grants; the Boodey House and the Meeting House have been successful in getting grants or soon to apply for grants.

Work commenced on our Marketing Plan. We hope to get it finalized soon so the Power Point can be presented to the BOS. Financial Management documents will be put in Appendix???? Other areas were gone over.

Determining Startup Capital; we will add pricing and research documents as Appendix??? We worked on 'Advertising and Promotion'. "Strategy and Implementation" will be broken into several phases to clarify the whole process. The house and the barn will be separated in this process to make it easier to digest. This will also make it possible to do the house or the barn as separate entities.

Phase I: Develop construction plans for house and barn from the conceptual plans, structural assessment of the timbers in storage, evaluation of eligibility for State Registry for Historic Places, septic design finalizing, RFP for construction and reconstruction,

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develop a materials list, possible Planning Board presentation (permits and possible licenses needed), Selectmen buy in and support, promotion and fundraising.

Phase II: Going out to bid with RFP, implement promotions and fundraising, award contracts (see addendum) and agreements, down payment, additional permits, licenses and inspections, if any, ask BOS if more land clearing is needed, interior furnishings (chairs, tables, projectors, dishes), clerks of works.

Phase III: Breaking ground, storage, trailers on site, temporary electric on site, security light, Porta Potty, more clearing, developing programming.

Phase IV: Site Celebration, Part II Ground Breaking- Invite all contributors, big ones especially sponsors, in-kind services people, Heritage Group, State and Local government reps, Media, local historical societies and our community, future partners, LCHIP reps, Preservation Alliance reps, DH Resources, Urban Development, Heritage Trail People.

The annual Craft Fair is Nov. 19, 2016 at the school from 9am to 2pm. We will set up at 8am; we will be back to back with the New Durham Historical Society. We will sell jams, cakes. We will have a workshop at Sherry' Nov. 1, at 3pm, to decorate clear glass balls with picture of the Boodey House, ribbon and small pinecones. Everyone will bring a glue gun.

The next meeting will be Nov. 12 a Saturday at 10 am at Town Hall. The meeting was adjourned at 3:15pm.

Respectfully Submitted,

Sherry Cullimore, Scribe