

Meeting began at 7:15 PM by chairperson, Margaret Watkins.

Attendees: Margaret Watkins, Sue Bracy, Curt McDermott, Beth Boucher, Janet Casey, Nora Lamarque, Enid Larsen, Don Larsen, Dave Nault, Selectmen's rep (DTHRC Members); John Stevens (DTHRC Advisor); Mary Girard, Dunbarton Librarian and Bruce Banks, Dunbarton Library Trustee (Guests)

Agenda/Topics of Discussion:

- 1) **Approval of meeting minutes:** Minutes (as corrected) from June 23rd meeting were approved by committee. Minutes from September 22nd meeting were approved by committee- no edits or corrections.
- 2) **Second floor space-use policy:** A draft of the second-floor use policy was presented to committee and guests by Sue Bracy and Nora Lamarque.
Mary Girard provided examples of library meeting space policies from surrounding towns: Hopkinton and New Boston. Also suggested using the resources from the State of NH library to inform the next draft of a space use policy for the second floor of the Town Hall (above the library).
Librarian and Library trustees request a written policy including objectives and/or a mission statement for second-floor room use from DTHRC as soon as possible.
Sue and Nora will review additional resources and present an updated draft at the next DTHRC meeting in December to include prioritization of users, contingencies, and requirements related to requests for use of the space.
Next step is to present DTHRC's recommended policies to the Library Trustees and Dunbarton Selectmen for approval.
- 3) **Update on construction timeline:** Dave Nault reported Dennis Myers (architect) says they are 85-90% complete with their plans, and only waiting for final calculations from Jeff Trexler. Once this happens, the plans will be ready for DTHRC approval and put out to bid.
Dave Nault will host a walk-through for sprinkler system contractors on Tuesday, 11/2/2021.

Note: DTHRC members want to formally appreciate Jeff Trexler's donated time to this phase of the project – an estimated \$4,800 worth of professional structural engineering work thus far provided in-kind.
- 4) **Outreach activities:** Great feedback from the community from the **October 3rd outdoor concert**. Multiple tours of the upstairs and informal Q&A were hosted for concert attendees by DTHRC members. Financial support of the restoration project was generously offered by town members in attendance.

Halloween, October 31st: Dunbarton Garden Club has assembled pre-packaged goodies and will follow CDC-recommended health and safety protocols for all attendees to allow for physical distancing and no-contact refreshments.

Dunbarton Town Hall Restoration Committee (DTHRC)

October 27, 2021

Meeting Notes

Town Offices

Curt will set up projections from the second floor windows with messaging from DTHRC during the event.

Hayride, November 13th: Enid secured Dave Heisler and his horse-drawn wagon from 1-3 PM.

Don has created a banner which will be hung after the Halloween weekend at DES. Town marquee has been updated to include event details by Sue Bracy.

DTHRC members will bring outdoor activities such as hula hoops, bean bag toss/cornhole boards, Frisbees, and other goodies for those waiting for hayrides.

Town Hall restoration project blueprints and posters will be available for public viewing and the upstairs opened for guided tours.

Sign-up sheets for DTHRC mailing list and/or engagement will also be available.

DTHRC will practice CDC-recommended health and safety protocols for all attendees to allow for physical distancing and no-contact refreshments. Masks will be required while in the hay wagon when near or at capacity.

Santa's Visit: Fred Mullen volunteered to play the role of Santa Claus. The tree lighting will be presented by DTHRC - Don believes he has posters for this from previous years.

- 5) **Treasurer's Report:** DTHRC paid \$17,053.00 invoice to Dennis Myers, the architect for his work thus far on the project plans. Balance as of 10/27/2021 is: \$87,979.87

- 6) **Other business: Tracking supporters:** All supporters and their contact information is kept in a Google Drive spreadsheet only accessible to DTHRC members. Please contact Curt if support for access is needed. As people continue to sign up to learn more at various outreach events, please add these names and at least their email addresses to the Google Drive spreadsheet.

Website: Curt is adding interviews and stories collected and written up by Enid to DTHRC.org. Dave will ask Line at the Dunbarton Town Offices to add DTHRC.org to the town's website.

Next meeting, Wednesday, December 1st at 7:00 PM.

Dunbarton Town Offices

Meeting adjourned at 8:25 PM.

Respectfully submitted by Beth Boucher.