

Heritage Commission
New Ipswich, New Hampshire
Meeting Minutes

Date: April 19, 2018

Present: Fran Atchison, David Cotzin, Mark Hopkins, Jay Hopkins (Selectman Representative)

Absent: Jim Coffey, Stan Long

Next Meeting: May 17, 2018

Call to Order

The Heritage Commission meeting was called to order at 6:05pm at the New Ipswich Town Office by Fran Atchison, seconded by Mark Hopkins.

Discussion/Action Items

1. Heritage Commission – We discussed changing the term year from November to March to coincide with the town election cycle. We agreed to revisit this in November at the end of our current term. We also discussed the possibility of increasing the size of the Heritage Commission membership from five to seven with a possible five alternates. We will need to increase our visibility in order to attract potential members and alternates. At this time we are searching for two alternates. Fran will reach out again to the people who've expressed an interest.
2. Old Town Hall – It was agreed earlier to resubmit the Old Town Hall sill repair RFP. Fran contacted those contractors we direct mailed last time to get feedback. Only a handful responded. Most were busy but some might be willing to bid on the work. Jay stated he had a call in to Hutter Construction. Mark had the name of another possible contractor. David will get the email address for his grandson who may submit a bid. Fran will ask the Town Administrator to resubmit the RFP.
3. Old Fire Station – We reviewed the work needed on the Old Fire House which includes new doors, chimney repair, removal of windows not sympathetic to the original building and painting. Mark will find out if the Sheriff's Department does community service projects related to the work needed on the firehouse.
4. Fund Raising – The town has money set aside to repair the sill of the Old Town Hall. There is a significant amount of work to be done on this and other historic buildings. We will need to pursue funding through donations, fund raising and grant writing. Raising monies for these projects can come in the form of raffles, historic house signs, New Ipswich customized items such as calendars, caps, t-shirts, etc.. Fran will draft a fund raising document.

5. General Commission Updates – We will begin using the town website to publish information regarding the heritage of New Ipswich. One idea was to post something about stone walls. Fran will draft a document.

Adjournment

Dave moved to adjourn the meeting and Mark seconded the motion. The meeting was adjourned at 7:15pm. Our next meeting is scheduled for Thursday, May 17, 2018 at 6:00 pm

Respectfully,

Fran Atchison
Secretary