

MINUTES FROM OCTOBER 14, 2022 – MEETING #2

Location: Strafford/Remote

Attendees: **Town of Strafford:** Phoebe Mix; Lisa Bragg; Shelby Coburn; John Freitag; Curt Albee; Rockwell Fuller; Anni Praetorius; Stephen Dycus; Geoff Martin; David Paganelli
gbA: Tom Bachman

OLD BUSINESS:

- 1.1 Site has limited space for a possible addition. Septic and water are shared with neighboring owner(s) and not on Town owned land. Owner(s) of lots to South(rear) and East(left) open to discussions of a land swap.
- 1.2 Some committee members feel land swap has to be finalized before moving forward. Neighboring owner that controls the land would like input on design before moving forward with land swap.
- 1.3 Town would like land swap to include enough land for future expansions.
- 1.4 Surveyor has been hired by town. Surveyor needs to delineate limits of floodplain/floodway.
- 1.5 Caitlin Corkins said that stipulations stemming from the grant money used for the new roof in 2010 expired after 5 years.
- 1.6 Possible funding sources include:
 - State and Federal grants but this will trigger Division of Historic Preservation involvement.
- 1.7 Encroaching in the river corridor/flood zone will impact State and Federal funding eligibility.
- 1.8 Caitlin Corkins and Elizabeth Peebles are willing to assist/advise with historic preservation concerns regardless of funding.
- 1.9 Typical preservation considerations for this building will include:
 - Use of compatible materials - don't distract from building or surrounding district.
 - Preserve the building's contribution to the district.
 - Addition should not rise above or interfere with the gambrel roof.
 - Protect and preserve wood floor, window trim, base board, and other interior historic features that remain.
 - Site review to see if an archeological study is needed where building expansion might be.
 - Building can be raised above street to address water infiltration if that makes sense.
 - Exterior stair removal is not seen as problematic

NEW BUSINESS:

- 2.1 Curt Albee was elected chair of this committee.
- 2.2 gbA reviewed previous options A-E2 done in 2019. All options located the town clerk on the second floor and that is not desirable. A properly sized addition will allow Lisa to remain on the ground level but she should not be located on the path to the vault. Any addition will more than likely involve two land swaps to keep neighbor's property compliant.
- 2.3 It is not imperative that expansion of vault capacity be contiguous with the existing vault. Storage of vital records could be a bit removed from the main vault if that involved demolition of existing concrete vault walls.
- 2.4 Program spaces as articulated by the last committee will be a starting point to begin design work.
- 2.5 Capacity of the leach field and water may be a limiting factor in what can and cannot be done on site. The committee will investigate capacity, permitting restrictions with the previous civil engineer as well as the Agency of Natural Resources (ANR). It is believed that the mound system was permitted and installed around 2000. It is believed the field was designed to accommodate the Town Offices and the adjacent brick building. Until those conversations happen gbA will "drop their pencils" and not expend any more time until directed to go forward.
- 2.6 Floodplain and floodway delineation will be needed before direction of additions are determined.

END OF MINUTES

NEXT MEETING: TBD

COPIES TO: Attendees

These minutes are part of the official record. If corrections need to be made, please contact gbA as soon as possible for inclusion in the next minutes.