

Town of Chatham

May 25, 2016

Attendance: Wayne Infinger, Jason Eastman William Briggs, William Perry, Tricia Pitman

Town Buildings:

ADA Reports- Bill Perry will combine all of the data from the ADA reports and fax the report to Peter Malia and the members of the Board. Peter Malia will review the report and compose a letter to the Board with his recommendations.

School House- The Board inspected the school house and found several areas of concern. The ceiling is separating in two places. The floor joists are split. The wall bows out. The chimney is cracked and separated from the building. The Board discussed hiring Bergeron Engineering to inspect the school house and provide a written report detailing what needs to be done to the school house. Wayne Infinger made a motion to hire the firm, Jason Eastman seconded the motion. All were in favor of hiring HEB Engineering. The Board signed the contract and will notify HEB Engineering. This will cost 2,500 and is to be paid out of the Capital Reserve Building Fund. There is currently \$58,209.28 in the building fund and \$4,387.21 in the equipment fund.

Town House- The Board's goal is to now bring the town house into compliance for holding town meetings and providing a secure office space. Bill Perry will ask Ron Briggs to provide him with a list of all of the people that worked on the Building Committee so that the Board can send them a letter of thanks for the work that they did.

Bill Briggs and David Emery looked at the sills under the building. It has been suggested that the building be jacked up and a foundation be put under it so that the sills can be worked on. Bill Perry will contact David Emery by May 27 and see if David can provide the Board with an estimate prior to the next board meeting.

Smoke detectors, co detectors and emergency lighting- Wayne Infinger made a motion to hire Pope to put smoke detectors, co

detectors and emergency lighting in the large meeting room and the small office. Jason Eastman seconded the motion. All were in favor. Bill Perry will notify Pope by May 27th.

Town house door- Wayne Infinger made a motion to hire Jack Coombs to replace front door and to add electric door opener for handicap entry. The door replacement will not take place until after it is determined if jacking up the town house will interfere with the new door. Jason Eastman seconded the motion. All were in favor.

The next Board meeting will be held on June 7 at 7:05. The meeting will be held at the Town House not the clerk's office.

The following policy was discussed and agreed upon by the Board.

- The chairman of the Board will create an agenda prior to each Board meeting.
- Anyone that would like to discuss something with the Board must notify the chairman at least 48 hours prior to the meeting.
- There will be a 10 minute public comment session at the end of each board meeting.

There was a motion made to accept this policy by Wayne Infinger and it was seconded by Jason Eastman. All were in favor.

The Board voted to change the Board meeting dates to the first Thursdays of each month. The meetings will be held at 6:00 at the Town House.

The Board would like to have the Town House cleaned. They will ask Sue Crowley if she would be interested in cleaning it.

Bill Briggs informed the Board that two new gates had been put up by the White Mountain National Forest. One is on the County Road and one is on Toad Hill Road. Bill Perry will contact the Forest Service and get more information on why the gates have been put up.

Meeting Adjourned.
Respectfully Submitted,
Patricia Pitman