



Windham Depot Advisory Committee

February 1, 2008

Minutes

Friday February 1, 2008; 4:00 pm, Bartley Administration Building

Attendance: Dave Sullivan, Mark Samsel, Dick Forde, Carolyn Webber, John Mangan, Carol Pynn, Wayne Morris

Accepted previous Minutes: October 19, 2007, November 30, 2007, December 28, 2007

Old Business:

- Eagle Scout project interest – *There is a Scout who met with Mark to look at possible Eagle Scout projects along the trail; he is interested in finishing the Caboose floor. He will present his plans at a future meeting.*

Other possible Caboose Eagle projects to consider:

- *Salt Shed roof*
- *Cellar hole clean out; plantings inside, trails around cellar hole*
- *Fence back of Depot parking lot*
- Pelham caboose visit – *Will need to schedule and post as a committee meeting*
- Selectman approval to pay move balance
 - *Move donations received – Use towards other caboose costs. For money WRTA is holding, when needed cut check to Town with letter.*

New Business:

- Stabilization Project – Project Management; discussion with Karl Dubey
 - *Priority - High*
 - *Stabilize buildings; Depot, Freight, Salt shed*
 - *Electricity*
 - *Security*
 - *Priority - Medium*
 - *Wood fence along back of parking lot*
 - *Level parking on unpaved section*
 - *Priority - Lower*
 - *Trail section within parking lot*
 - *Flume overlook*
 - *Water Tower rebuild*
 - *Improved Parking*
 - *Level parking on unpaved section*



- Stabilization Project – Engineering Phase kick off items
 - *We need to create RFP for architectural work. (Dave will check with Ram for a copy of another Towns RFP for similar work)*
 - *We need to determine what plans require engineering stamps (Dave will check with Ram M)*
 - *Frank Whitmore (contractor on similar projects) will visit the Depot on Friday February; 2pm to offer suggestions to get started.)*
 - *Wayne will contact Bernie Roulliard and Phil LoChiotto for assistance and possible participation on the project.*
 - *Carol will contact Jim Garvin from DOT for State Historical Committee advice.*
- Stabilization Project – Admin
 - *We are 2 months into a 9 month “use up” project cost allocation*
 - *We need to check with grant application from time to time to ensure we are in compliance.*
 - *33K is available for architectural work engineering work; 13K from Town appropriation, 20K from State grant.*
- Status of Building Lease – *Dave distributed for review at next meeting.*
- Handicap Access – *We discussed the need for handicap access. Challenge is the caboose door width is not wide enough for a wheelchair. Possibility of keeping a book with pictures somewhere outside for viewing if access is an issue.*
- Reviewed Goals and Objectives for 2008
 - Stabilization Project
 - Caboose work
 - Landscaping work
 - Fundraising
 - Public Events

Other:

Next Meeting: TBD