

Campbell Farm Committee
Minutes
April 6, 2017

The Meeting was called to order at 7:10pm

Present: Betty Dunn, Chair

Wendy Williams, Vice Chair

Margaret Case, Secretary

Peter Griffin, Jim Finn, Lisa Ferrisi, Kathleen DiFruscia

Excused: Derek Williams

Minutes: Motion made to approve the March 2, 2017 minutes by Peter Griffin and seconded by Lisa Ferrisi. Voted unanimous

The NH Preservation Alliance sent a copy of a highlighted RFP for the Campbell Farm House. The committee reviewed the document and approved the corrections. Betty Dunn will forward the changes to Beverly Thomas.

Betty Dunn will follow up with the assessor regarding the value of the House and Land.

Time Line for the RFP is attached to the minutes.

Motion by Kathleen DiFruscia and seconded by Wendy Williams. Voted unanimous.

Next meeting June 1 @ 7:00pm

Margaret A Case, Secretary

- A. Open House - Saturday, May 6, 2017, 10am-12pm and Thursday, May 11, 2017, 4-6pm The Campbell Farm Sub-Committee will host an open house to allow interested parties the opportunity tour

the farmhouse and ask questions prior to submitting a formal proposal.

Pre-registration is required by contacting Jim Finn at (603) 890-6587, (603) 490-9108 or jwfinn@comcast.net.

B. Expression of Interest Proposal Submission

DUE DATE - Wednesday, May 24, 2017, by 3pm (received in town office by this date)

The Town invites all interested parties to submit a brief narrative of the proposed reuse, a statement of qualifications (including financial), experience in rehabilitation, management and maintenance of historic buildings, and an outline of the feasibility of the proposed project. Responses should not exceed three (3) pages. Please include a cover letter with contact information including respondent's name, company/organization/partner name(s) if appropriate, mailing address, telephone number, and email address.

Submissions should be mailed to:
Windham Conservation Commission
3 North Lowell Road
Windham, NH 03087
Attn: Lisa Ferrisi, Chair

C. Final Proposal Submission Requirements

DUE DATE - Wednesday, July 12, 2017, by 3pm (received in town office by this date)

Contact information to include respondent's name, company/organization/partner name(s) if

appropriate, mailing address, telephone number, fax number, and email address.

Please provide a narrative summary of the concept. Describe how the proposed use is compatible with the long-term preservation of Campbell Farm and the historic value of the property.

Applicants must specify how they intend to carry out the preservation phases of the project. Please include a general schedule with milestones. A more detailed schedule will be required before signing a lease agreement. It is suggested that applicants consult with the Windham Building Inspector for help interpreting building code and ADA issues (if applicable) and to become familiar