

MILTON TOWN HOUSE STEWARDSHIP COMMITTEE

THURSDAY, AUGUST 16, 2018

Present: John Katwick (Chair and Project Manager), Suzanne Babel (Recorder), Loretta Banks, Al Banks, Polly Katwick, Bob Carrier

Meeting was called to order at 4:30 p.m. by John Katwick, Chair

Introductory Remarks – John

- No introductory remarks were given.

Approval of Minutes (July 26, 2018)

- One correction – First sentence under Invoice Submissions should state: John requested to pay for the following invoices:
Suzanne moved, seconded by John that the July 26, 2018 Minutes be accepted with corrections. Motion was carried.

Financial Report – John

- John is concerned about Judy and will plan to call her soon.
- John read the financial report to committee members and supporters:

| | |
|-----------------------|-------------|
| Beginning balance = | \$17,046.70 |
| Total Receipts = | \$233.94 |
| Total Disbursements = | \$540.77 |
| Ending Balance = | \$16,739.87 |

Invoice Submissions:

There were no invoice submissions at this time.

Project Manager's Report – John

- The bathroom wall is now completed and ready for the plumbing by Mike Carrier.
- John brought up the fact that he has been getting several requests to use the Town House for various meetings and/or events. As we approach the end of our restoration efforts to the Town House, John is concerned about “turning” over the responsibility of the building to the Town of Milton. The Town is working on a policy for allowing the public to use the Building. The Building will be ready for the public in 2019.
- John is working on the 4x4 panel display which would include newspaper articles and pictures of our Town House accomplishments to date. He asked for our input for the

placement of such a panel – we all agreed that Nute High School in the main lobby would be the best place to display it.

Possible Fall Fundraiser – All

- John stated that our current balance is \$16,739.87 and the Town has about \$1,700.00 - \$1,800.00 in the Capital Reserve Fund. John has estimated a cost of about \$10,000.00 for the two AC/Heating units that we would like installed – so with that in mind, he feels that we could forgo a Fall Fundraiser.
- We will consider a Town House Open House once the building is completed in 2019.

New Business:

- John is going on vacation beginning on Tuesday, 8/21 for a week and plans to take more time throughout the month of September. He has made arrangements for Bob Carrier and Mike Currier to handle the installation of the Artesian well.

Next Meeting: Thursday, October 18 at 4:30 p.m. at the Town House

A motion was made and approved to adjourn at 5:00 p.m.

Minutes prepared by Suzanne J. Babel, Recorder

The Meeting was re-opened at 5:15 p.m. with the following members present: John Katwick, Suzanne Babel, Al Banks, Loretta Banks, Polly Katwick, Bob Carrier, Erin Hutchings

For Erin's benefit, John repeated some of the issues discussed during the meeting. Erin stated that she would present the plan to install two AC/Heating units in the Town House to the Board of Selectmen on Monday, August 20. We have roughly \$1700 - \$1800 in the Capital Reserve Fund and John is requesting some financial assistance from the Town for these units. Steve Porter has already agreed to wire the units in at NO COSTS to the Town House budget. Our current Town House balance is \$16,739.87.

We also know that there is no Facilities Policy in place yet – we are asking Erin to see if she could find out more information concerning this. John said that he would like to open the building to the public in 2019, at which time, a Facilities Policy would need to be in place.

Next Meeting: Thursday, October 18 at 4:30 p.m. at the Town House

A motion was made and approved to adjourn at 5:36 p.m.

Minutes prepared by Suzanne J. Babel, Recorder

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