

MILTON TOWN HOUSE STEWARDSHIP COMMITTEE

THURSDAY, OCTOBER 18, 2018

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

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

Introductory Remarks – John

- John talked with Judy a few times lately. She is suffering with post- polio problems with her left leg. John suggested that we send her a Thinking of You card. Suzanne agreed to do this on behalf of the committee.

Approval of Minutes (August 16, 2018)

- John moved, seconded by Suzanne that the August 16, 2018 Minutes be accepted. Motion was carried.

Financial Report – John

- John read the financial report to committee members and supporters:
Beginning balance = \$17,046.70
Total Receipts = \$233.94
Total Disbursements = \$575.39
Ending Balance = \$16,705.25
Most of the Disbursements were spent on Bathroom supplies and renovations.

Invoice Submissions:

There were no invoice submissions at this time.

Project Manager's Report – John

- The committee has given John permission to spend up to \$1,000.00 for supplies needed for various projects on the Town House.
- Streeter & Sons Well Drilling is a little behind schedule. John plans on calling him Sunday night to see when he can start the job at the Town House. John has arranged for a dumpster to be on site.
- Bob has been busy washing and touching up the painting to the outside walls. There is a mildew problem on the front of the building – Bob washes the side of the building once the dew is gone.

- Polly and Bob are working on the inside walls – they are peeling. This is caused by oxidation – John said that this can be fixed in time.
- Mr. Currier (plumber) has apologized to John for not being able to work on the Town House – but said that he would be ready soon.
- John is still planning to work on the 4x4 panel display for the school. The panel would include newspaper articles and pictures of our Town House accomplishments to date. He will try and work on this soon.
- John needs to fill out an application for the AC/Heating units to the Capital Improvement Plan fund. He wants to get one more quote from Strogens before he submits the paperwork.
- John asked Erin for an update on the Facility Policy. Erin said that she is working on this with other town representatives. The same policy should work for all of Milton's public buildings.

New Business:

- A feasibility study will be done after the Town House is completed.
- The Capital Reserve Fund for Establish Municipal Buildings should have enough money for the AC/heating project. The Warrant Article 10 states that funds can be used for the design and construction on public buildings. John said that this should cover the AC/heating system.

Next Meeting: To be determined at a later date.

A motion was made and approved to adjourn at 4:53 p.m.

Minutes prepared by Suzanne J. Babel, Recorder

DRAFT