

MILTON TOWN HOUSE STEWARDSHIP COMMITTEE

WEDNESDAY, NOVEMBER 18, 2015

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

Supporter: Gordy Maness

Meeting was called to order at 4:35 p.m. by John Katwick, Chair

Introductory Remarks – John

- John announced that this will be our last meeting of the year.
- He received a “returned” thank you card from the Town Hall. The thank you card was addressed to Mr. & Mrs. Weiss. Suzanne will re-address the card and send it to their Florida address.
- The LCHIP folks reminded John about submitting the Monitoring Report for the Town House by December 31, 2015. A \$200.00 check is sent from LCHIP to our account when the report is received.
- John discussed the Liability issue that is currently in the Use of Municipal Facility Policy document. The committee feels that the liability cost should be incurred by the Town of Milton and not on the individual renting the facility. This issue is scheduled to be on a Board of Selectmen agenda very soon.

Approval of Minutes (11/18/15)

Tom moved, seconded by John that the October 14, 2015 Minutes be accepted. Motion was carried.

Financial Report – Judy

- Judy distributed the financial report which was exactly the same as the report submitted at the October 14, 2015 meeting.
- John updated Judy on the invoices from Milton Hardware and Middleton Building Supply in the amount of \$428.74, which was already on the October 14th financial report.

John moved, seconded by Tom that the Financial Report be accepted. Motion was carried.

Invoice Submissions:

- John requested reimbursement for the following purchases:
 1. Materials purchased from Milton Hardware - \$7.65
 2. Materials purchased from Middleton Lumber - \$41.07The total amount is \$48.72
Tom moved, seconded by Judy to reimburse John in the amount of \$48.72. Motion was carried.
- 3. Gordy gave Judy \$10.00 to be submitted into the account from the bottles and cans that he and Maria collected and turned in.
- 4. A \$12.00 check was submitted to Judy from Dory Gray for a T-shirt.

Project Manager's Report – John

- John would like to proceed with Phase II of the electrical work for the Town House. Steve Porter is back from California and is scheduled to do the electrical work in the spring.
- Gordy has volunteered to perform a concert as a fundraiser in the spring. We would have to decide on heating for the event as well as making a potty house available. The liability issue would hopefully be solved by the time we have the event. Many people have expressed an interest in using the Town House for various functions. John suggested that we could look into a small gas unit for heat.
- The kitchen is scheduled to be re-located in the front corner of the building. Hopefully, the bar can be dismantled and assembled in the new location.
- The chairs that were donated by Gordy and Maria are almost all restored. Also, the donated chairs from the Town Hall have been delivered to the Town House for use. These extra chairs will come in handy for various events.
- The Artesian well is on hold for now.
- The Sewage system is still being worked out.
- The Handicapped ramp looks great! A guide on both sides of the ramp will be fastened to make it safer.
- John mentioned at the last meeting that he was looking for finished carpenters to volunteer their time on the Town House. Gordy has volunteered to help with some of the projects designated. He will be working on the steps that lead up to the stage.
- Two new shutters have been completed.
- The doors are completed.
- The lighting at the top of the entry doors is a problem to install – we have to wait to install phase 2 electrical work due to boom lift clearances.
- Bob has completed about 60% of the north wall on the building.
- The Parking lot has settled in somewhat. John will try to get some material (ground up tar and gravel) to pack it down.

New Business:

- This will be our last meeting of the year. Discussion ensued as to when we should start our meetings up again in the spring. It was decided that our next meeting will be scheduled for Wednesday, March 16th, 2016 at 4:30 p.m.

Next Meeting: Wednesday, March 16, 2016 at 4:30 p.m. at the ERC (upstairs)

A motion was made and approved to adjourn at 5:10 p.m.

Minutes prepared by Suzanne J. Babel, Recorder

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Supporter: Gordy Maness

Meeting was called to order at 5:11 p.m. by John Katwick, Chair

Approval of Minutes (11/18/15)

Tom moved, seconded by John that the November 18, 2015 Minutes be approved and accepted. Motion was carried.

Next Meeting: Wednesday, March 16, 2016 at 4:30 p.m. at the ERC (upstairs)

A motion was made and approved to adjourn at 5:14 p.m.

Minutes prepared by Suzanne J. Babel, Recorder