

MILTON TOWN HOUSE STEWARDSHIP COMMITTEE

WEDNESDAY, SEPTEMBER 7, 2016

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

Supporters: Gordy and Maria Maness

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

Introductory Remarks – John

- John reported to committee members that the Moose Plate Grant that he applied for was approved. The Milton Town House Stewardship Committee will be awarded a total amount of \$7,500.00, to be paid in two equal payments. The Town House restoration project has been a very positive move for the Milton Community. Some of the Moose Plate agreement information was highlighted by John:
 - a) The cover consisted of a large moose!
 - b) Scope of the work was laid out with detailed information on how and when the work will be performed.
 - c) The insurance certificate was included in the report.
 - d) The report was signed by John and notarized.
 - e) The Board of Selectmen's approval of the grant was included.
 - f) A newspaper article written up by Foster's was also attached.
 - g) The method of payment was spelled out - \$3,750.00 will be sent before work begins and \$3,750.00 will be sent after the work is completed.

Approval of Minutes (8/3/16)

Maria e-mailed Suzanne with a correction to the August 3rd Minutes –

- Page 2; bullet #6; last sentence should read: Maria offered to research a vintage refrigerator to see what we would like to install.
- Several committee members inspected the room where the lavatory will be built. Discussion ensued concerning the size and location of the refrigerator.
- John is still looking for a contractor to perform the following work which the grant will pay for: Install mop boards, repair and paint wall paneling, bar counter restoration, and other miscellaneous work.

- Outdoor sign is coming along – the rails have been figured out and the plexiglass for the front has been measured and will be ordered soon. John is waiting for someone to dig the post holes.

John moved, seconded by Judy that the August 3, 2016 Minutes be accepted as amended. Motion was carried.

Financial Report – John and Judy

• Beginning balance	\$9,833.20
Total receipts	2,238.35
Total available	12,071.55
Total disbursements	1,989.26
Ending balance	\$10,082.29

Gordy moved, seconded by John to accept the September 7, 2016 Financial report. Motion was carried.

Invoice Submissions:

- There were no invoice submissions at this time. However, John has started a list for purchases at the Milton Hardware store and will submit an invoice for reimbursement at the end of the month.

Project Manager's Report – John

- John and other committee members are working on the Outdoor sign. Once erected, Maria has offered to plant flowers around the base of the sign. Judy said that she would be willing to donate hearty flowers that will need minimal care for the flower bed.
- John is also working on the remaining Town House shutters.

Milton Pride Day – All

- Gordy reported on the application process for attending Milton Pride Day and the cost involved. All committee members disagreed with paying to attend such an event. Gordy agreed to pay for attending. Everyone agreed that it was important for the Milton Town House Stewardship Committee to be represented at Pride Day. Gordy will e-mail Tammy Crandall with a few questions concerning tables and coverings for the event.
- Gordy is providing music for the event and will have a tip jar nearby.
- Suzanne will meet Gordy and Maria at 9:00 a.m. on Saturday at the Town House to help load and set up for the event at the school.

New Business:

- John recently reviewed the Use application policy for public buildings in the town of Milton. The Milton Town House and adjacent parking lot will be added to this document. The Recreation Dept. has full authority to manage all of the public owned buildings in Milton.
- There was unauthorized use of the Town House outside area and adjacent parking lot this past weekend (Labor Day). Cars and a camper were parked around the Town House and in the adjacent parking lot. John is looking to put up a chain link fence across the parking area with some kind of signage that forbids access, or limited access.
- Judy submitted a list to John for possible fund raiser ideas. The list follows:
 - a) Square Dance
 - b) Movie Night
 - c) Trivia Night
 - d) Card or Game Night
 - e) Barbecue – Hot Dogs and Hamburgers
 - f) September – All things apple!

Great ideas – thanks Judy!

Next Meeting: Wednesday, September 21, 2016 at 4:30 p.m. at the Town House!

A motion was made and approved to adjourn at 5:21 p.m.

Minutes prepared by Suzanne J. Babel, Recorder

DRAFT