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# Minutes

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Regular Meeting -Asa Waters Task Force

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Date: February 7, 2017

Time: 6:00 PM

Meeting called to order at 6:07 PM

Present: Sandy Cristo, Jeff Dore, Dennis Hill, Armand White, Jen Kephart and Pauline Tranter (acting director)

Absent: Mary Griffith

Visitors- Paul Routhier (new member). Sandy Denaris, Jeri Stead (Millbury Historical Society), Maureen Army (Millbury Historical Society) David Marciello-Town Manager, Marie Colacchio, and Edd Cote

Minutes of November 7th were provided. Motion to accepted minutes made by Jen Kephart, and seconded by Dennis Hill. So voted.

Jeri Stead and Maureen Army were present to discuss the Historical Society project recreating the portraits of Asa II and Susan Waters. The Society would have the portraits photographed, printed, mounted and framed. They would be presented to the Mansion, and be on permanent loan, and would be the property of the Historical Society. The un-mounted prints were shown to all who were present. Edd Cote, who took the photos, was present to answer questions. A motion was made by Dennis Hill to accept the gift of the completed portraits, subject to acceptance of framing material and other necessary items, Seconded by Jen Kephart. So voted.

Directors Report for February and included:

1. Pauline provided a list of upcoming events and rentals
2. Discussion on small group rental/catering. A list of caterers was provided to Task Force. There was also discussion of adding Whittier Farms to catering list. There was a feeling that the list should be evaluated and updated.
3. Updating of painting of inside of mansion. More discussion later under projects.
4. Discussed the updating of brides room, furniture and furnishings presented by Furnishing Teams.
5. Donation of mirror from White Cliff's family.
6. Discuss need to replace office phone and computer printer
7. Discuss update of Waters pistols donation and display cases for them
8. Punch list for spring painting projects.

Letter from Building Inspector on the acceptance of the gazebo was read, also noted that the remainder of the project will be completed this spring. The parking lot and walkway are the parts to be completed.

Friends: Sandy Denaris gave report on the fundraising items including the Children's Ice Cream social during vacation week, and upcoming Ella Fitzgerald event. She also explained the need to find a landscaper for grounds. The Task Force agreed to allow the Friends to replace any necessary 2<sup>nd</sup> and 3<sup>rd</sup> floor window curtains, as previously discussed. There was also a presentation on window sunshades to darken the Great room. Jen made a motion to accept proposal to install pull-up shades in Great Room. Armand White seconded. So voted. Additionally a motion was made Dennis to have the radiator enclosure legs cut down, to allow internal shutters to be opened. Seconded by Armand White. So voted. Dennis asked about replacing the chandelier and sconce lighting bulbs with LED bulbs. Jeff will get price.

Old Business-

1. Dennis gave update on lighting problems that have occurred. He also explained about the painting done and reasons.
2. Jeff had no new information on storm windows.
3. A subcommittee was set-up to work on facilitator job and training. Armand, Jen and Dennis agreed to be members of the committee.

New Business-

1. Sandy indicated that she was stepping down as Chairman of the Task Force and would like someone else to take over. Armand asked if Dennis would be interested. Decision was tabled until next meeting.

Motion was made to adjourn by Jen Kephart at 8:15 PM. Seconded by Jeff Dore.

Respectfully submitted, Jeffrey Dore-Clerk

Next meeting March 7th

