

Final

# Minutes

## Regular Meeting -Asa Waters Task Force

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MILLBURY MASS

Date: October 3, 2017

Time: 6:00 PM

Meeting called to order at 6:04 PM by Chairperson Sandy Cristo

Present: Sandy Cristo, Jeff Dore, Jen Atteridge, Mary Griffith, and Paul Routhier

Absent: Armand White, Katherine McKenna, and John Mc Elroy

Visitors- Terry Mattus and Tom Griffith

Minutes of September 5th meeting were provided. Motion to accept September 5, 2017 minutes as amended, was made by Jen Atteridge, and seconded by Mary Griffith. So voted.

Paul did some research and found that it has been past practice that anyone, except department heads on Town boards or committees, needs to be a resident of Millbury. There was no by-law to that effect.

Directors Report: (Director not present)

1. John provided Task Force with list of events scheduled for October and November, but there were some omissions noted. (Children's Halloween Tea)
2. John provided update on parking lot/handicap and electrical upgrade. Project should be started soon. Electrical to be done before snow, but final paving not until spring.
3. After viewing this month's financial report provided and the revolving account balance, Jeff Dore made a motion to request the Director provide the Task Force with financial report that shows all receipts of income and all payouts of funds, not just the revolving account balances. Seconded by Paul Routhier. So voted. .
4. Volunteers will be working on painting second coat on the handicap railings and other railings. Gary Pothier is going to be working on the handicap ramp floor.
5. John also went over various facility updates:
  - A. New curtains are installed in Great Room! Amazing
  - B. Found "deal of century" on Chivalri ballroom chairs. Paying \$1300.00 for 150 chairs. A arranging to pick them up in New York.
  - C. Keys have been changed except for Historical Society.
  - D. Fall planting have been completed.
  - E. I am beginning process of seeking grants for mansion under a myriad of topics. This includes Historical Preservation, Updates, ADA compliance and Technology. I am seeking college intern who might be able to assist in Grants.
6. Budget for Mansion- Going to ask for one time funding from Town to update technology in Mansion, including Projector, screen, I-Pad, and a sound system. All would be a benefit to groups using Mansion for meetings and seminars.

7. Thanks to Marie C for help while I was away.
8. Would like to update photo gallery in hallway to tavern room, and make it "Asa waters through the years".
9. Draft liqueur license policy- E-mail was sent this afternoon to all to review. Jeff Dore made a motion to table the discussion on alcoholic beverage policy draft until everyone had copy to read, and to schedule a special meeting for October 17<sup>th</sup> at 6:00 PM for Task Force to discuss the proposal. Seconded by Mary Griffith. So voted. Then to schedule another meeting for 7:00 PM to open it up to Town Manager and Selectmen.

Friends- Nothing.

Old Business-

Paul Routhier talked about follow-up list and to-do list for things to be done at Mansion.

New Business-

1. Eagle Scout project- Local Eagle scout was interested in doing project at Mansion. Some discussion was held at last month's meeting. Tow Griffith made a suggestion to have the scout replace the two missing trees on the East lawn and to plant the bed beneath with flowers. Species suggested were pink Kusa dogwood, thorn less Hawthorn, or ornamental cherry. More discussion is needed.
2. Terry Mattus was present to explain e-mail she sent to task Force. She felt that communications was lacking and events are being advertized and not held. The Task Force and Town Manager must set the Director's responsibility. People feel that accountability must be proven and their concerns must be aired. A committee of three was appointed to draw up a draft job description, and to present to whole Task Force. Jen, Mary and Paul agreed to be the team.
3. Paul indicated that he would forward to everyone a copy of the "Article of Organization of the Friends of Asa Waters Mansion Inc", as prepared by Attorney Peter Keenan, and dated May 6, 1999.

Motion was made to adjourn by Jeff Dore at 8:47 PM. Seconded by Mary Griffith. So voted.

Respectfully submitted, Jeffrey Dore-Clerk

Next meeting TBD

	
	
	
	