

# Minutes

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## Regular Meeting -Asa Waters Task Force

Date: November 19, 2018

Time: 6:00 PM

Meeting called to order at 6:29 PM by Chairperson Chris Naff

Present: Jeffrey Dore, Paul Routhier, Katherine McKenna, Chris Naff, and John Mc Elroy

Absent: Armand White, Sandy Cristo, and Mary Griffith

Visitors- None

Minutes of October 2nd meeting were provided for signatures. A motion was made to accept as presented by Paul Routhier, and seconded by Katherine McKenna. So voted.

### Directors Report:

- 1) John provided members with update on past events, events on the horizon, and list of booked events.
- 2) Due to weather, sealing and lining of lot was tabled until spring.
- 3) Stairs almost done, and still waiting price of carpeting for stairs. The results were not what was expected. Replacement flooring in Gallery will be completed next week.
- 4) The text on wall was completed in Gallery, and pictures to be installed by Chain of Lights.
- 5) John gave report of shows he participated in and publications added.
- 6) Some advancement was made on Grant projects with Connie and Stacia.
- 7) Master Plan Committee continues to meet to discuss various projects.
- 8) Tickets are on sale for New York City trip, News Years Eve party, and Red Hot Jazz event.

Friends- There was discussion on placing "Office" sign, after much e-mail discussion among the Friends. IT was decided that the hallway outside kitchen was best. Paul made a motion to place "Asa Waters Office" sign in back hallway outside of kitchen. Seconded by Katie McKenna. So voted 4-0.

### Old Business:

1. Project Updates: Update provided on Green Community projects. Need letter from MHC on insulation needed. Price quote of \$14,800 for heating system upgrades. There was discussion on obtaining further quotes and possible changing to gas.
2. Policy Updates:
  - A. Discussion of "threshold of spending" as it relates to Task Force having input on projects, and how to deal with it. E-mail cannot take the place of voice vote, as dictated by Attorney General's ruling.

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- B. Updated Facilitators Training document was passed out for second reading. Task Force was asked to review document for third reading at next meeting.
- 3. John wants to get price to repair ceiling in Mrs. Waters study. He was provided the name of John Wilczynski, who has done Mansion work before.
- 4. Security System: John has needs for concrete costs and possible cost to upgrade Wi-Fi system to FIOS
- 5. Nothing new on column repairs
- 6. Inventory- Overall inventory still incomplete, but Jeff and Paul did door inventory and found 10 "old" mahogany doors and some others.
- 7. Historical Society possession documentation-still needs to be addressed.

New Business:

There was discussion of seeking use of "free cash" for Mansion improvements

Motion was made to adjourn by Jeff Dore at 8:49 PM. Seconded by Katie McKenna. So voted

Respectfully submitted, Jeffrey Dore-Clerk

Next meeting December 4th (Tuesday)

<i>James Cresto</i>	<i>Paul E. Louthier</i>
<i>Jeffrey A. Dore</i>	
<i>Katherine M. McKenna</i>	<i>[Signature]</i>
<i>Anna [Signature]</i>	