

RECEIVED
TOWN CLERK

Minutes

16 SEP -8 PM 4: 10

Regular Meeting- Asa Waters Task Force

MILLBURY, MASS.

July 5, 2016

Present:

Sandy Cristo, Mary Griffith, Armand White, Dennis Hill, Jen Kephart,
Judy Murphy

Absent: Catherine Elliott, Jeff Dore

Guest: Sandy Denaris

Meeting Called to order at 6:09 PM by Sandy Cristo

June Minutes were unavailable

Catherine's Report: Unavailable

Friends: Sandy D. Reported out:

- There will be a Friends Appreciation Dinner on July 19th at 6:30 PM
- The next Friends meeting will be scheduled in August
- The Friends voted to pay to paint the trim in the Mansion
- Sandy discussed that the Chiller had been down during 2 bridal showers causing there to be no ac for the events.

Old Business:

- The list from the Building Inspector and Fire Department is almost complete.
 - Dennis notified the director that the 3rd floor Historical Society storage has not been addressed- a 2nd notice should go out. – Sandy C. will ask the director to send this notice.
 - Patching of holes in the cellar will be done ASAP
- Discussion of window shades in the Great Room
 - Due to the lighting in the Great Room and to help reduce the heat from the sun, it was suggested to look into using the shutters more
 - Shutters have an excellent effect to reduce lights

- Possibility of using inside shutters and adding a shade to the top window (this will be tested and then discussed further)
 - Possibility of a trellis or mezzanine (awning style) to help with the outdoor tents tying into the entrance way.
- Post Office & Event Parking
 - The director needs to be made aware that guests parking at the post office has come up again.
 - The director will check to make sure it is specifically stated in the contract that no parking will be allowed at the post office
- Updates on Projects
 - Painting will begin at 8 AM on Wednesday, July 6th and continue on July 7th. Painting will be done around windows, west lawn doors between the two columns
 - This first phase was estimated at \$1000.00 and the Friends allotted up to \$2500.00 to complete this project.
 - Air Conditioning- Currently the chiller can turn on by zone 1 only- Dennis is working to resolve this
 - Possibility of upgrading every thermostat on the chiller zone to WIFI thermostats for online monitoring.
 - AC is being worked on Wednesday, 7/13

New Business:

- Air Conditioning Issue
 - When the AC went down, John was called in and he sent his assistant- it appears that someone rewired an AC unit and it caused a fire. THE UNIT TO BURN OUT.
 - It cost \$250.00 to replace the damaged part
 - Due to this the cellar door will now be kept locked
- Dennis discussed the ADA landscaping plan for the bandstand
 - Dennis will give information to the Disabilities Commission
 - Blueprint was given to Wayne Salo and he is drawing for Boston. Wayne will also make the structural drawing for the school
 - There is a tentative meeting scheduled for next Wednesday or Thursday (7/13 or 7/14) to find the best design for the ADA
- Zip Trip
 - Will be held at the Mansion on Friday, July 15th from 6-10am, no other information is available at this time

Sandy Cristo
 Jeffrey A. Dore
 Anne Kelly

James Murphy
 James Kuma
 Dennis Th. Hill