

Edmond Board of Town Hall Managers
Regular Meeting
Tuesday, September 10, 2013, 7:00 P.M
Mary Hawley Room, Edmond Town Hall
45 Main St., Newtown, CT

Present: James Juliano, Margot Hall, Karen Pierce, Marie Smith. Absent: Tom Long, Mary Fellows. Also present: Building Administrator Tom Mahoney and Adam Watt and Jim Orefice from Connections Church. Chairman Juliano called the meeting to order at 7:00 p.m.

Public Participation.. Mr. Watt said that Connections Church has put together an Outreach Program. They would like to use the kitchen and the Alexandria Room each Tuesday or Wednesday for four hours to feed needy residents of Newtown. Mr. Watt presented a copy of his cook's license. Social Services Department is working with the Church and will advise the Church of who in Newtown is eligible and will contact these people. Mr. Juliano said that the kitchen would have to be cleaned up which the Church will take care of. The Church would provide its own dishes and silverware and food. They would like to begin in about a month. The Board will consider the request and will advise Mr. Watt and Mr. Orvis of their decision.

Approval of Minutes of August 13, 2013, August 19 and September 5, 2013. Upon motion of Mrs. Pierce, the minutes were unanimously approved as presented.

Correspondence. Ms. Pierce said that Trish Dardine and Ms. Fellows met on August 22 to discuss the website. Ms. Dardine will develop a time frame to be presented at October's Board of Managers meeting. Ms. Torres presented questions to Ms. Pierce which will be discussed in Executive Session.

Report by Building Administrator. Mr. Mahoney said that the windows were cleaned. The Fire Alarm system has a problem with the lines but the system is still on line. Precision tried to trace the problem and they will replace some damp parts to see if that solves the problem. He presented Fridays and Saturdays income and expense figures for the theater. He will report on Friday and Saturday rental rates at the next meeting.

Report by Chairman. Mr. Juliano met with the clock people (Timekeepers) who will prepare a quote for clocks for the north, south and west faces. The Historic Trust approved \$15,000 for the windows which we have to match. We need an additional \$45,000 for the project. Mr. Juliano will approach the Board of Selectmen to request the additional funds. The steps and foundation were repaired for \$3,000; in addition the company did extra work to repair the window and the door. Ben's quoted \$10,000 and another company wanted \$40,000 for the steps and foundation.

Discussion and Approval of monthly bills. The Board discussed the bills to be paid. The carpet was fireproofed and the invoice was paid but we do not have documentation for the Fire Marshal that this was done. Ms. Torres is working on obtaining the documentation. Ms. Smith moved to approve the monthly bills totaling \$75,954.29. Second by Ms. Pierce and unanimously carried.

OLD BUSINESS. Ms. Pierce questioned what "Rentals Other" and "Other Income" comprises on the Income and Expense Report and she will ask Azra. She questioned a "Theater Refund" figure which she will clarify with Sheila. Ms. Smith asked what is going

on with basketball fundraising. Mr. Juliano said they are trying to raise more money and are in communication with Ms. Fellows. Ms. Hall said that Mr. Long sent correspondence about the fire escape and the fact that the engineering firm was concerned that the top step had been painted and may thus be slippery (Attachment A to original minutes). The structural integrity is fine.

NEW BUSINESS

Interior and Exterior advertising - displaying of banners and posters of ongoing/upcoming events at Edmond Town Hall. Ms. Fellows would like the Board to approach the Borough and ask them to approve a uniform displaying of banners and posters. Ms. Pierce feels that the Board is responsible for the historic appearance of the building and should establish a criteria for uniformity of signs. Ms. Hall noted that the Borough zoning regulations need to be adhered to. The Board will discuss this further.

Comments from members. None noted.

EXECUTIVE SESSION to discuss staffing. Ms. Hall moved to enter executive session at 8:00 p.m. Second by Ms. Smith and unanimously carried. At this time the clerk left the meeting.

Ann M. Mazur, Clerk

Edmond Town Hall Board of Managers

DRAFT

Minutes

Executive Session

September 10, 2013

PRESENT: James Juliano, Marie Smith, Karen Pierce, Margot Hall

ALSO PRESENT: Tom Mahoney

The Board discussed with Mr. Mahoney revisions of his current job description.

Mr. Mahoney left the meeting at 8:55 P.M.

Motion was made by Marie Smith and seconded by Karen Pierce to go out of executive session at 9:54 P.M. Motion unanimously approved.

No vote was taken on the topic discussed in executive session

Motion made and seconded to adjourn this meeting.

Respectfully submitted,

Margot Hall