

Edmond Board of Town Hall Managers
 Regular Meeting
 September 9, 2014, 6:30 P.M
 Mary Hawley Room, Edmond Town Hall
 45 Main St., Newtown, CT

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE EDMOND TOWN HALL BOARD OF MANAGERS.

PRESENT: James Juliano, Margot Hall, Andy Clure, Karen Pierce, Marie Smith.
Absent: Mary Fellows. Also present Theater Coordinator Tom Mahoney, Operations Manager Sheila Torres.

PUBLIC PARTICIPATION. Scott Wilson represents New Alert Media, a Newtown internet company.

- Provides a Virtual Tour on Google Plus. "See inside."
- Demonstrated virtual tour of a business in Newtown.
- Optimizes search words for a business.
- Some digital projectors can be used.
- Would like to set up a virtual tour of the theater. Possibly Alexandria Room.
- One-time fee of \$1,200. Customer would pay for updating.
- Able to see travelers coming to your page.
- Link will be imbedded in your website.
- Recommends Google Plus.
- Will email a contract to Ms. Torres.

REPORT BY THEATER COORDINATOR. Mr. Mahoney noted

- Primarily weekend business from now on with end of summer.
- Good summer. Concession did well.
- "Captain America" did well.
- DNR installing screen; one part got broken and will be here by Saturday where there is a performance.
- Mr. Clure: Can you show a movie for three days or a weekend? Mr. Mahoney: Yes. We run good movies for a week.

MINUTES of August 12, 2014. Upon motion of Ms. Hall, the minutes were unanimously approved as presented. Ms. Pierce and Mr. Clure abstained.

CORRESPONDENCE.

- Ms. Pierce has an item for Executive Session.
- Ms. Torres noted complimentary correspondence received.

REPORT BY CHAIRMAN. Mr. Juliano noted

- Windows should be done tomorrow.
- Fifties addition windows: 2 bids, Superior Windowland \$9,400 and Trane coming tomorrow.
- Air conditioning bids were outrageous. One \$77,000.

- Ms. Pierce asked if items over \$15,000 are bid. Mr. Juliano said this has been the parameter.
- Split system has a pair of pipes with Freon. This is in Alexandria Room.
- Ms. Pierce suggested having data in hand and have an emergency meeting if necessary.
- Mr. Juliano waiting for price for gym air conditioning.
- Boiler needs replacing.

REPORT BY OPERATIONS MANAGER. Ms. Torres noted

- West Conn offered us chairs and tables similar to those we have; Ms. Torres will look at them tomorrow. Public Works will be asked to help move them.
- Ambulance still using their closet here. Ms. Hall reported that they will vacate this in two weeks.
- Newtown Bridge Club would like to use the gym three days a week, Mon, Tues, Wed., 8-2. Board concurs.
- Equipment to protect computer equipment from lightning strikes. \$200. Company recommends Cystal small business switch and surge protector. Ms. Torres will check to see if there is a warranty.
- Ice melt must be ordered. Will be discussed in executive session.
- Gym windows are broken. They are so low that bumpers of cars hit them. Old leftover granite may be used as a curb. Public Works will be asked to help. Mr. Juliano will look at the materials. Rebar will be used.
- Alexandria Room audio. No speakers for a cordless mike. DNR quote will be reviewed by the Board. Someone wants to book jazz concerts in there in the spring.
- Balcony carpeting and lighting: DNR will set up a sample with a quote for the next meeting. Track with amber lights.
- Phone problem not AT&T. It is our phone system which began after projector changes. Mr. Evans who repaired our first phones will look at them tomorrow.

APPROVAL OF MONTHLY BILLS. Discussion about

- CL&P bill belongs to Municipal Center.
- McKenney bill is for service contract.
- Star Lighting bulbs for balcony.
- Trane worked on air conditioner.
- Bethel Plumbing replaced flush valves and toilets.
- Locksmith. For two locks: computer worker has a key to get into one office only.
- Payroll higher due to an extra pay period.
- VNA reimbursements – Bethel Handyman.

Ms. Hall moved to approve bills totaling \$67,382.56 . Second by Ms. Pierce All were in favor.

OLD BUSINESS

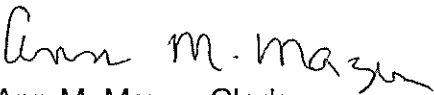
- Web-site and responsibility re operation. Ms. Pierce noted
- Ownership of domain site addressed.

- Executive session discussion about status at this point.
- CIP. Ms. Hall noted
- FY 15-16 6 items.
- Submitted to the Board of Selectmen (Attachment A).

NEW BUSINESS

- Action/approval re. insulation project in ceiling above Alexandria. Room. Mr. Juliano met with Thernal who only bid on one part for \$10,175. Western \$6,958 – theater separate from Alexandria Room. Danbury \$5,800.
- Mr. Juliano signed the contract with Danbury. Ms. Pierce moved to accept the bid of \$5,800 from Danbury Insulation. Second by Ms. Smith. All in favor.
- Digital presentation of special events. Mr. Clure presented “Digital Event Broadcasting in Theater” (Attachment B).
- Vendors he reached out to: DirecTV, Charter, AT&T and Dish Newtown.
- Prices are public view package.
- Pay by size of theater (note how many would typically attend).
- Costs for getting shows into the theater.
- Board would like to try for one or two months, not for a year.
- May call a special meeting for this item only.
- Discuss what night to field test.
- Mr. Clure will send a digital contract to the Board.
- Ms. Smith noted that there is a CD coming due 9/29/14, will mature 3/29/16. Board agreed to let it renew.

EXECUTIVE SESSION. Ms. Hall moved to enter executive session to discuss staffing, renter/tenants matters and nobody was invited to attend. Motion seconded and unanimously carried


Ann M. Mazur, Clerk

Meeting entered into executive session at 8:30 pm and returned to open session at 9:18 pm with the following motions:

Two items discussed in executive session were brought to the table for vote:

1. *Motion made to support Managerial Staff as described in executive session was made by Karen Pierce, seconded by Margot Hall. Motion passed unanimously.*

2. *Motion to approve staff salary increase as discussed in executive session was made by Jim Juliano and seconded by Andy Clure. Motion passed unanimously.*

ADJOURNMENT. Meeting adjourned at 9:22 PM

Respectfully submitted by Karen C. Pierce, Edmond Town Hall Board of Managers

Att. A Capital Improvement Plan

Att. B Digital Event Broadcasting in Theater

A

Town of Newtown
Department CIP Summary Worksheet
For 2015/2016

DEPARTMENT:

Item #	Capital Item	PROJECT COST - TOTAL / BONDED				
		2011/2012	2012/2013	2013/2014	2014/2015	2015/2016
Item # 1	Flat Roof (Over 1950s ETH addition)	-	-	-	41,000	-
Item # 2	Boiler (Replace current 1929 boilers)	-	-	-	266,000	-
Item # 3	Alexandria Room AC Unit (Replace circa 1987 unit)	-	-	-	52,000	-
Item # 4	Energy Efficient Replacement Windows for 1950s ETH addition	-	-	-	10,000	-
Item # 5	Repair Clock Tower	-	-	-	22,000	-
Item # 6	Ductless AC (LMR, Gymnasium, MHR)	-	-	-	100,000	-
Item # 7	0	-	-	-	-	-
Item # 8	0	-	-	-	-	-

B

DIGITAL EVENT BROADCASTING IN THEATER

VENDORS			
DIRECTV	CHARTER	A T & T	DISH NETWORK

ITEM DESCRIPTION

A) BASIC TV PROGRAM PUBLIC VIEW PACKAGE	\$74.99	\$75.00	NO PUBLIC VIEWING PACKAGE AVAILABLE	\$79.99
B) OUTLET FEE	\$46.51	\$0.00		\$0.00
C) SPORTS PACK	\$12.99	\$0.00		\$11.00
D) REGIONAL SPORTS	\$12.99	\$0.00		\$0.00
E) HD ACCESS	\$25.00	\$0.00		\$10.00
F) EQUIPMENT CHARGE	\$0.00	\$5.99		\$0.00
G) PROTECTION PLAN	\$14.99	\$0.00		\$0.00

\$187.47	\$80.99	\$100.99
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DELIVERY / SET UP \$5,734.32 A SEASON
 NFL SUNDAY TICKET \$0.00