

Edmond Town Hall Board of Managers

Regular Meeting

Tuesday, May 12, 2015 6:30pm

Mary Hawley Room, 45 Main Street Newtown, CT. 06470

**PRESENT:** Margot Hall, Anna Wiedemann, Marie Smith, Andy Clure, James Juliano,

Mary Fellows

**ALSO PRESENT:** Sheila Torres – Operations Manager, Tom Mahoney – Theatre Manager

**Public Participation:**

Chris Hottos reviewed with the Board recent renovations made to 33 Main Street as well as the need for additional off-site parking for employees of the new restaurant going in to the building. Mr. Hottos estimated that there would be a need for approximately 11 additional spaces during Thursday – Sunday hours of operation and about 7 – 9 additional spaces need during the day for Saturday and Sunday hours. Mr. Hottos explained that the restaurant owner is open to reciprocating advertisement opportunities between himself and the Town Hall.

Jennifer Rogers of the Cultural Arts Commission addressed the Board regarding some specific dates she would be interested in reserving the Theatre to hold classic film nights. Some proposed dates she suggested might be June 28<sup>th</sup>, July 19<sup>th</sup>, November 8<sup>th</sup> and December 13<sup>th</sup> with such films as Monty Python and the Holy Grail, Casablanca, Breakfast at Tiffany's & The Sound of Music.

Betsy Paynter, the Economic Development Coordinator addressed the Board to offer her assistance in developing a marketing plan for the Town Hall targeting local small businesses.

**Report from Theatre Manager**

Mr. Mahoney addressed the Board regarding recent shows and movies at the Town Hall. Recent showings have been McFarland USA and American Sniper as well as the play put on by Saint Rose.

Mr. Mahoney went on to describe his great dissatisfaction with the decision to remove and sell the balcony seats of the Theatre. Mr. Mahoney stated the seats had been original to the building, dating back to 1930 and feels the seats should only have been removed in order to be restored. Mr. Mahoney called it a tragic decision on the part of the Board of Managers.

**Minutes of April 22, 2015**

The minutes of April 22, 2015 were amended to reflect the following changes.

Ms. Anna Wiedemann's name was incorrectly spelled (as Weidemann) as well as the word Board.

Ms. Hall moved to accept the minutes of April 22, 2015 as amended. All were in favor.

### **Report of the Chairman**

Mr. Juliano addressed the Board regarding the AC Compressor and Circuit Board which is in need of replacement after extensive research into an issue of an apparent lack of power or voltage. A recommendation was made that the Board consider working with Eric Kugler, an HVAC Electrical Engineer to establish the integrity of the electricity going into the unit.

### **Report of the Operations Manager**

Ms. Torres reviewed with the Board the Managers Report of May 2015.

The Board decided collectively that Ms. Torres should move forward with drafting a letter for the CIP to turn over to the Town Finance Director.

Ms. Torres stated the charges to complete the piano upgrades came to an additional \$385 while a cover for the piano will be no more than \$250.

Regarding the Website – Ms. Torres will forward the Board members a link to view the website as it will appear.

### **Monthly Bills**

Ms. Smith stated the monthly bills for the Building and Theatre were as follows.

Building \$57,195.56

Theatre \$7823.71

Totaling \$65,019.27

Ms. Fellows moved to approve the monthly bills in the amount of \$65,019.27. Ms. Wiedemann seconded motion. All were in favor.

### **OLD BUSINESS & MOTIONS**

Ms. Hall moved to approve the resolution as written below, to designate funding from the CIP regarding the Edmond Town Hall. Mr. Clure seconded motion. All were in favor.

RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$300,000 FOR THE PLANNING, DESIGN, AND CONSTRUCTION OF IMPROVEMENTS TO THE EDMOND TOWN HALL BUILDING AS AUTHORIZED IN THE CAPITAL IMPROVEMENT PLAN (2015-16 to 2019-20) AND AUTHORIZING THE ISSUANCE OF \$300,000 BONDS OF THE TOWN TO MEET SAID SPECIAL APPROPRIATION AND PENDING THE ISSUANCE

THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR  
SUCH PURPOSE

RESOLVED

The sum of \$300,000 is a special appropriation made pursuant to Chapter 6, Section 6-30(a), (b) and (c) of the Town Charter of the Town of Newtown (the "Town") for the planning, design, and construction of improvements to the Edmond Town Hall building, including, but not limited to, the demolition, removal, replacement and installation of boilers, Alexandria Room air conditioning units, replacement of water pipes and other building improvements as authorized in the Capital Improvement Plan (2015-16 to 2019-20) and for engineer's fees, administrative, financing, legal and costs of issuance related thereto (collectively, the "Project"), said appropriation to be inclusive of any and all State and Federal grants-in-aid thereof.

Ms. Fellows moved to approve DNR for the replacement of the trusses in the Theatre for staging in the amount of (and not to exceed) \$2220.00. Ms. Hall seconded. All were in favor.

Regarding this motion, Mr. Clure noted that Star Lighting could not be considered further for the job due to their incomplete bid.

Proposal to replace gym windows – tabled.

Ms. Smith moved to rescind the prior month's approval of up to \$4000.00 for the Alexandria Room Ice Maker. Mr. Clure seconded. All were in favor.

Mr. Clure moved to approve the purchase and installation of the Alexandria Room Ice Maker for a total of \$2905.85 (which includes \$400.00 in labor). Ms. Wiedemann seconded motion. All were in favor.

Ms. Hall moved to approve the sale of the balcony seats to Broken Record Productions LLC for a total of \$7350.00. Ms. Wiedemann seconded motion. All were in favor.

Ms. Smith moved to approve up to \$2400.00 for the installation of the new balcony seats in the Theatre. Ms. Hall seconded. All were in favor.

Mr. Clure moved to go forward with the Before The Movie Advertising contract contingent upon obtaining a 90 day free trial basis. Ms. Fellows seconded motion. All were in favor.

The Board discussed the idea of offering prepackaged, ice cream cups for shows in the Theatre. Mr. Clure stated he will manage and over-see the project himself. The Board agreed for Mr. Clure to proceed with the idea.

Ms. Hall moved to add an item to the agenda, under New Business for the Air Compressor/ Electrical issues and approval of a new circuit board. Ms. Smith seconded. All were in favor.

Ms. Fellows moved to approve \$1198.00 for the circuit board from McKenney Mechanical. Ms. Wiedemann seconded motion. All were in favor.

Mr. Clure moved to approve \$385.00 to complete the piano upgrades. Ms. Fellows seconded motion. All were in favor.

Mr. Clure moved to approve a maximum of \$250.00 for a piano cover. Ms. Fellows seconded. All were in favor.

Mr. Clure moved to approve up to \$1000.00 to proceed with Health Department upgrades. Ms. Smith seconded motion. All were in favor.

## **COMMENTS**

Ms. Hall stated that the Mama Mia production crew said they were very pleasantly pleased with the way their event ran and with the assistance they received from Joe and Sheila.

Mr. Clure stated that he wanted to thank Jim Juliano, Margot Hall and Azra for their hard work, efforts and for attending the CIP budget meeting to get \$35,000 passed for the Edmond Town Hall.

Mr. Clure moved to adjourn the regular meeting into executive session at 9:33pm. Ms. Wiedemann seconded. All were in favor.

The Board adjourned the Executive Session of this meeting and the meeting at 10:03 P.M.

No Action taken

Respectfully Submitted,

Cayenne Spemullo, Clerk