

Raphet

# Minutes

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Regular Meeting -Asa Waters Task Force

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TOWN CLERK

2019 NOV -1 AM 9:47

MILLIS, MASS.

Date: August 6, 2019

Time: 6:30 PM

Meeting called to order at 6:30 PM by Chairperson Chris Naff

Present: Chris Naff, Sandy Cristo, Katherine McKenna, Jeffrey Dore, and Paul Routhier

Absent: Armand White and John McElroy

Visitor- Linda Pothier, James Kelley, Justine Coggiano, Dennis Hill, and Diane Hill

1. Minutes of June 10th<sup>h</sup> meeting were provided. Motion to accept minutes made by Sandy Cristo, and seconded by Katy McKenna. Voted. Minutes of July 8<sup>th</sup> meeting were provided. Motion to accept minutes as provided made by Katy McKenna and seconded by Sandy Cristo. Voted

2. Next meeting -September meeting will be a joint Task Force and Friends meeting on September 3<sup>rd</sup> at 6:00PM. There was discussion on format and procedure for joint meeting.

3. Agenda was revised to allow Acting Town Manager to discuss job posting for Director for Mansion and how the transition from old to new will be handled

## 4. Friends-Linda Pithier

- A. Linda provided update of progress of bathrooms
- B. Landscaping- Rutland Nursery was hired to do flower beds/landscaping. This was in addition to what Steve Shaw was doing.
- C. White chairs have realized 100% payback. However some money is still due.

## 5. TF Chairperson Report

- A. Director Transition- Remaining items for departing director were discussed, as they relate to the "To do" list.
- B. Chris provided info that the audit report was sent Town to be reviewed.
- C. Some information was provided on columns, but nothing of importance. Dennis Hill talked on what he knew.

## 6. Director's Report

- A. Director report provided (Director not present to deliver)
- B. Spiral Steps and foyer- No action taken, postponed until further notice.
- C. Asbestos abatement- Quote was received. Referred to Building Inspector.
- D. Irrigation Computer- Unit should be replaced
- E. Exit sign for East door great room is not needed.

7. New Business-

- A. Letter from Millbury Historical Society about director was discussed.
- B Scheduling Policy Draft dated July 1. 2019 was read and discussed. There was discussion of what do about yoga class. There was also a notation made about Town-wide software currently being used, and how it will help us.
- C. Building Certification needs two items to be completed

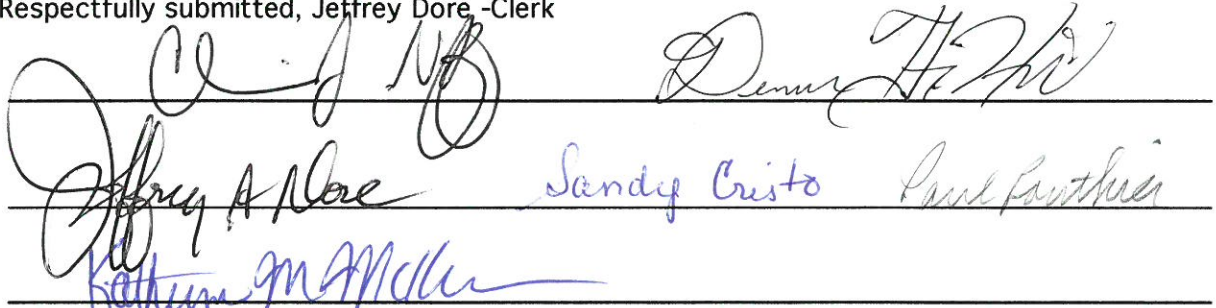
8. Old Business- Taylor & Farley Organ. A letter was received from Jim Vernon with notation made to the organ donation made in the name of Ellen and Rosemary Norton. Chairman Chris Naff will write a letter of thanks. There was discussion on where to put it. It was discussed possibility of putting it in place of the Briel organ that is on display in East Parlor. Frank Gagliardi and the Historical Society will be contacted about moving.

9. Inventory- There was discussion on the progress of inventory, with questions on "missing" items, moved items, discarded items and "on loan" items.

10- Misc items- There was question on status of post or pillar to block vehicles from access to Mansion lawn, as discussed at July 7<sup>th</sup> meeting. Suggestions were made.

Motion to adjourn was made at 9:40 PM by Sandy Cristo and seconded by Katy McKenna.

Respectfully submitted, Jeffrey Dore -Clerk

  
The block contains four handwritten signatures on horizontal lines. From left to right, the signatures are: Jeffrey Dore (Clerk), Sandy Cristo, Paul Panthier, and Kathy McKenna. The signatures are written in blue ink.