

OFF

Minutes

Page 1 of 2 pages

Regular Meeting -Asa Waters Task Force

Date: May 3, 2018

Time: 6:00 PM

Meeting called to order at 6:09 PM by Chairperson Sandy Cristo

Present: Sandy Cristo, Mary Griffith, Armand White Paul Routhier, Katherine McKenna, and John Mc Elroy

Absent: Jeffrey Dore

Visitors- Linda Pothier and Tom Griffith

Amended minutes of April 9th Regular meeting were provided for signatures. A motion was made to accept as written by Katie McKenna, and seconded by Paul Routhier. So voted.

Directors Report:

- 1) John indicated that he didn't have financial report. Will provide.
- 2) John indicated he and Linda had met to discuss upcoming events planned for Mansion. He later produced a list of these events. There was discussion of mystery dinner and possible Asa Waters birthday event.
- 3) John noted that has made 10 bookings during the past two weeks.
- 4) Mentioned that a recent corporate event went very well.
- 5) John responded to Armand's question about any historical events, by saying he was working on that.
- 6) Parking lot project is back on. The DPW has been able to obtain a contractor to do using money in ADA bandstand project. John wants to seal and fill cracks on remainder of lot. John would also like to replace walkway between Mansion and Town Hall. There also was discussion on how to resolve parking problem.
- 7) Members were updated on volunteer projects underway.
- 8) The Town budgeted money from Town Meeting was discussed. There was some discussion on the continued mitigating of oil spill, and explanation for new members.
- 9) Board of health inspection was done, and there were no issues.
- 10) While working on "photo gallery" John asked for input on replacing carpet with hardwood. He wants to get price.
- 11) Reminder that the Mansion sponsored Bravehearts baseball game is June 15th at Hanover Field at Holy Cross. Price \$12.00.
- 12) A review of past events indicated that things went well, including bridal show, mansion apparel, and others.
- 13) John indicated that he is seeking many avenues toward grants for restoration of the Mansion, both State and Federal.
- 14) The Mansion web site should be up and running in near future.

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Friends- Linda indicated that next meeting is scheduled for May 15th at 6:00.

Old business:

1. Second reading of one-day liquor license- Paul led the discussion on the proposal for one-day liquor license, but using the "Decision Tree" format. Several scenarios were played out. Much discussion occurred and many questions were presented. It appeared that a lot of these questions needed to be answered by Town Council and the Board of Selectmen. A list of questions will be drafted.
2. Second reading of Bereavement Policy- Changes noted were fees charged for Town resident (free) and non-resident (\$200.00). Additionally allotted time was two hours and the additional charge (\$75.00) for anything over two hours. There will be a facilitator at all bookings and List of approved caterers will be provided. Serving of alcohol is optional, and subject to mansion policy.
3. Landscaping funds are being spent from moneys from Friends until that is gone and then other sources will be used.
4. A volunteer gardener, who is trained, is working on replacing the two trees in from of Mansion. There was discussion about the "volunteer tree" and its replacement a well.
5. There was concern on the part of some members that the security system is not capable of properly protecting the Mansion. The need to provide security for the contents was discussed. Upgrades should be explored. There were pros and cons generated. One suggestion was to obtain an Internet based camera.
6. The rifles and pistols that are in the display cases need some maintenance, such as cleaning and oiling. Without this the arms will be damaged. There was discussion of where these armaments should go, if the Friends cannot keep them.

New Business:

1. There need s to be a policy for the displaying of signs on Mansion property. Paul and John will work on creating that document.
2. Paul introduced a proposal for creating a "master plan "for the Mansion. Using this tool we would be better able to facilitate grant funding of projects and produce a document to explain our charge.
3. Armand brought up about the need to revivify the plaque in the hallway. We need to acknowledge the people who have served on the Task Force and others who have made their mark on the success of the Mansion.
4. The Task force has been working on a job description of the Mansion Directors. Time has been spend to come up with a document, but it is not yet complete. What shall we do next? Copies of document should be provided and read for next meeting

Motion was made to adjourn by ^{CHRIS}~~Jeff Dore~~ at 7:44 PM. Seconded by Katie McKenna. So voted

Respectfully submitted, Jeffrey Dore-Clerk

Next meeting will be Tuesday June 5th.

<u>Sandy Cristo</u>	<u>Katherine M. McKen</u>
<u>Mary Griffith</u>	<u>Olivia</u>
<u>Jeffrey A. Gore</u>	<u>Paul E. Louthier</u>