

# Minutes

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## Regular Meeting -Asa Waters Task Force

Date: November 5, 2019

Time: 6:30 PM

Meeting called to order at 6:35 PM by Chairperson Chris Naff

Present: Chris Naff, Sandy Cristo, Armand White, Jeffrey Dore, Paul Routhier, Denise Marlborough and Kristen Livoti

Absent: Katherine McKenna, Dennis Hill

Visitors: Linda Pothier and Patricia Arp

1. Chris introduced Pat Arp the Town Energy Manager for a discussion on the insulation project at the Mansion. Price quotes were solicited and one company made a proposal and walk-thru. Time was taken from meeting to do a walk-thru of the fourth floor textile room. Meeting continued. The insulation was part of the Green Communities grant received by the Town of Millbury. Some information is still need from Dennis Hill because of his expertise. Motion was made by Sandy Cristo to pursue the foam -in insulation where possible, subject to feedback from any member. Seconded by Armand White. So Voted.

2. Minutes- Minutes of October 1st were provided. Motion was made by Sandy Cristo to accept as amended, with a second by Armand White. So voted.

3. Next meeting December 3<sup>rd</sup> at 6:30 PM

4. Friends: By Linda Pothier

A. Bathroom updates provide by Linda, showed rooms almost done. All that is left was painting. This work could be done this week.

B. Landscaping- Done for season. Walkway done.

C. Looking for artificial plantings for urns

D. Discussion on lines for phone

E. There was discussion on repairing the back hallway. Sandy Cristo made a motion to allow Gary Pithier to paint over the lettering in back hallway Seconded by Paul Routhier. So voted

F. Decoration Day is November 30<sup>th</sup>

5. Task force Chairperson's Report

A. Audit report provided to Task Force. Time was provided to answer questions

B. Status on column project was provided. Awaiting Mass Historical Commission Reply.

6. Millbury Free tree program was introduced and discussed. There was agreement that the Task Force was in favor of participating. A motion was made by Katie McKenna and

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seconded by Sandy Cristo to accept 3 trees to be planted on Mansion property- one in East lawn, one east of garage, and one East of "stone fort." So voted.

7. New Business-

A. Update was provided on electrical project in Christmas room. There was a discussion on plan to preserve the Christmas Village. Friends will help out with the cost of electrical project.

B. Dehumidifier needs to be replaced. Kristen is purchasing one

C. The wooden chairs need to be removed from backroom, so that the room can be returned to active use. Plans call for them to be put in basement.

8. Director Report-

A. Finances- Software <sup>has</sup> been provided to record and forecast income. Director explained desire to begin a Membership Program. It would cost \$35.00 for individuals and \$70.00 for families, both would provide discount for events and classes. Sandy Cristo made a motion to allow Kristen to create/begin a membership program as incentive to have better participation. Seconded by Paul Routhier. So voted. Set to be implemented for January 1, 2020.

B. Price quotes being solicited for rekeying locks on doors, out of security concerns.

C. Seeking price quote for polyurethane on floors.

D. Other updates were provided.

E. Update on events were also given.

Other items were tabled due to time constraints.

Motion to adjourn was made at 9:07 PM by Sandy Cristo and seconded by Paul Routhier.

Respectfully submitted, Jeffrey Dore-Clerk

  
  
  
  
  
