

## **Solomon Welles House Committee (SWHC)** **Minutes of Meeting on Tuesday, January 9, 2007**

Meeting was called to order at 7:00 p.m. In attendance were Kathy Bagley, Deb Balzo, Carolyn Bedula, Nancy Doyle, Elizabeth Dunne, Cheryl Gardow, Mary Mahar, and Nancy Smith.

A. Minutes of October 10, 2006 were read and accepted.

B. Letters & Announcements

1. Letters: None

2. Announcements: Kathy Bagley reported on the Carol Sing held at the House in December. She reported that 300 - 400 attended. Many attendees commented on the new picture frames hanging in the Meeting Room. She also indicated a thank you note was sent to the Garden Club for their assistance around the holidays

C. Pending Business

1. Budget Report: Kathy Bagley reported on status of budget. Six months into the budget, almost all the repair account has been spent, and there may not be any funds left at end of year for projects. However, there could be savings on heating expenses this year due to mild temperatures so far.

2. Sidewalks: Kathy Bagley also reported on the proposed sidewalk project. To meet with contractor to get price on doing work on sidewalks around the House. Project will involve digging out some slabs and replacing them. Will need to look at cracked sidewalks from sewer project, as well as the existing flaking slate slabs. Remaining proceeds of \$10,000 from the sewer project will be used to fund the sidewalk project. Materials for the sidewalks will be researched. Proposed options for materials to include straight concrete slab, and different colored surfaces. Plan to start process in spring, but may have to wait until August (when House is closed to public) to do work.

D. Committee Reports

1. Exterior Projects: Kathy Bagley commented on exterior work that had been performed. In December, the Town Mason replaced all bricks in the front entrance walkway. Brick had been wearing from salt. Also indicated that shutters on House will require work, and that the deck and porch floor will be looked at in August.

2. Interior Projects: Kathy Bagley announced that cupboards were painted, and that touch up interior painting continued to be performed in various rooms. The only remaining touch up painting that has to be performed is on the upper floor. Christmas decorations were put away.

i. Chair Racks: Kathy Bagley commented that will start to look at catalogs for ideas for chair storage, as they are currently leaned up against the wall when they are stored. She also indicated that she checked with the library, however, no solution was provided.

3. House Bookings Report: Noted that attendance of 9,104 as reported in 2004-2005, had decreased to 6,149 in 2005-2006. According to Kathy Bagley, now look at number of people attending an event vs. the number of chairs that are set up, which is considered to be a more accurate measure. Any proceeds from rentals go to pay security person and Dana, Caretaker. Any remaining funds go to the Town's General Revenue Fund. Suggested Committee review rental rates in spring. Objective has been to raise additional revenue, but to keep costs fair to residents especially with increases in taxes.

4. Caretaker Report / Updates: Dana presented the Committee with the following updates:

i. Cupboards were painted. To make display more attractive, will move pewter pieces from painted cupboards into living room. Then move white pieces from living room into the painted cupboards. Will pack up glasses and punch bowl - consider for donation.

ii. In "gray" room upstairs, found Shriners paraphernalia from 1950's, including framed and

secretarial items left behind. Dana to notify local chapter of Shriners regarding these.

- iii. Rust on outside of refrigerator - to keep an eye on it.
  - iv. Increasing problem of kids jumping from staircase.
    - v. Stove in Caretaker apartment not functioning properly. Kathy Bagley suggested checking Sears for discounted appliances.
    - vi. To paint radiator cover in kitchen, and do underneath counter in semi-gloss. To paint sink from porcelain down.
    - vii. Work order placed to paint front door and replace cracked lead glass in door.
    - viii. Rug to be shampooed in February. Committee suggested that cleaning be considered later in year, after passing of winter weather.
5. Caretaker Report / Requests and Suggestions: Dana presented the following requests and suggestions to the Committee:
- i. Replacement of kitchen curtains due to wear.
  - ii. Outdoor edging - will see how sidewalk project plays out before this is addressed.
  - iii. Lattice-work fence for privacy outdoors - historic district issue.
- E. New Business: Kathy Bagley discussed temporary request for use of the Upstairs Meeting Room, for Parks and Recreation Department storage for items such as tables, chairs, sports equipment, and files. These are items that need to be moved to allow for renovation of Keane Foundation fitness center in August / September. Paper records require storage in temperature controlled environment.

The meeting adjourned at 8:10 p.m.

Respectfully Submitted,

Cheryl M. Gardow