

TOWN HOUSE ADVISORY GROUP  
MINUTES  
October 4, 2023

Attending: Rockwell Fuller, Chair, Curt Albee, Greg Colling, Sarah Havens, Paul Kifner, Overseer

1. The minutes of last month's meeting were reviewed and approved by the group.
2. Paul Kifner noted that he had sourced a Short Throw Projector at Best Buy which will be easier to store with a screen at the Town House. Greg Colling offered to speak with an audio-visual advisor about the best type to buy.
3. Rocky Fuller provided an update on building maintenance work. The company commissioned to paint the belltower to the tip of the spire had been unable to start the job with all the time lost this summer due to bad weather and are now in New Jersey on another job. This work will have to wait for the spring but Rocky would appreciate any recommendations of other painters who do elevated work, preferably with rigging. Regarding the bell frame, Seth Kelley took measurements and promised to prepare a proposal (five weeks ago.) An effort continues to be made to get a proposal from Seth Kelley or find someone else to do the job. The two side doors on the bell tower must also be done soon. Mike Catronio will pick up the black locust wood for the sill and will do the milling in the winter months.
4. Rocky requested approval and received support for the appointment of Sarah Havens as a member of the Town House Advisory Group. He will now ask the Selectboard to confirm this appointment at their next meeting.
5. Sarah spoke about the preliminary work she and Rocky have been doing to develop a legacy/endowment stewardship plan. They are collecting historical lists of donors to the Town House, with the assistance of Lisa Bragg, past minutes of THAG meetings and Strafford Town Reports. Sarah will also send Rocky the updated review of THAG's financial management/fundraising for circulation to the group.
6. Paul gave a report on recent events, including a concert hosted by a Strafford resident and a forthcoming wedding on 13th October. It was agreed that the written policy agreement for the use of the Town House needed to be updated and, in future, signed by all parties using the Town House for events. Greg Colling offered to get some sample building usage contracts from a number of sources and assist with the drafting of the document which would require Selectboard approval.
7. Rocky detailed the winter preparations required for the Town House. Greg offered to help Rocky with the shoveling this winter with his snow blower. Rocky noted that anti-freeze will be put in the liquid tanks of the back house. Silas Treadway has offered to source a sump pump (will be reimbursed out of Town House funds) and pump out the back house, as needed. The compostable toilets have not been pumped since their installation in 2013/14.
8. Paul raised a question about where the sensitive audio/visual equipment should be stored over the winter. Use of the office space above the Town

Clerk's office is no longer possible with access to that space not allowed. Sarah offered to speak with her stepsister Betsy Gerlach about storage in her barn studio but subsequently realized it is unheated and therefore not suitable. Alternative plans need to be made to find a place for this equipment by late October/early November.

9. Rocky noted that come the spring, compost will need to be put on the grass in front of the Town House and weeds removed from mulched areas around the trees. It was proposed to organize a 'weeding day' at the Town House, after consultation with Dave Taplin regarding his plan for the landscaping work.
10. The next meeting of the Town House Advisory Group will be held on 16th November at Greg Colling's house at 5:30PM

Respectfully submitted by Sarah Havens