

Solomon Welles House Committee
Minutes – Tuesday, October 11, 2016

Chairperson Mahar opened the meeting at 7:00 p.m. Members present were Gretchen Kelly, Harry Lichtenbaum, Marilyn McPhee and Mary Mahar. Also present was Kathleen Bagley, Director, Parks and Recreation Department.

A. Minutes.

Minutes of June 14, 2016 were approved.

B. Letters & Announcements.

1. Ms. Bagley reported that the Cove Side Carnival sponsored by the Keane Foundation will be held on the house grounds and in Cove Park from Oct. 14 – 16.
2. Membership list was distributed with 2017 meeting dates listed for next year.

C. Pending Business.

1. Budget Report.

Chairperson Mahar asked Ms. Bagley to review the budget report with members. She reported that all budget accounts are on target and it is still early in the year.

2. Completion of house projects

Chairperson Mahar noted the foundation work is all complete. Ms. Bagley reported that the kitchen has been painted, porch floor and ceiling painted and areas of rotten wood around house were repaired. Also two new stair railings were installed from the side porch to the ground. Members were pleased with all the work done on the house.

3. Replacement of kitchen floor

Chairperson Mahar thanked Gretchen Kelly for researching floor materials for the kitchen. Gretchen Kelly discussed the project with three businesses and provided information to the members. She also had samples of different materials and colors for review by the committee. Marilyn McPhee assisted Gretchen with the samples selected for review. Members considered going from a light color of linoleum to a wood tone. After much discussion, Gretchen will get some additional samples for a small group to select the material and floor color. Gretchen and Marilyn will meet with Kathy and Doug (caretaker) to discuss the final choice.

D. New Business.

1. Review of Fees

Chairperson Mahar asked Ms. Bagley to review the information provided to members about current fees. Ms. Bagley explained that the reports show current and past use of the house and the current fees to rent the house. She also distributed a report on revenue and expenses for the house over the years. She noted that this report did not identify the funds given to the town general fund each year. She asked the committee to consider raising the fees. Currently with the increase in staff costs due to minimum wage increases the facility may lose money with future rentals. After discussing all the options, members gave input to Ms. Bagley and she will present a proposed fee plan at the January 2017 meeting.

2. Caretaker Report.

Chairperson Mahar asked Doug for his report. He said that things are going well. He looks forward to the new flooring in the kitchen. A new garbage can enclosure was purchased for the house. He would like to see the committee look at replacing the carpet in the main room and consider putting flooring down where the food tables are placed for functions.

E. Adjournment.

Marilyn McPhee moved to adjourn the meeting at 8:15 p.m. The motion was seconded by Harry Lichtenbaum and approved unanimously.

Respectfully submitted,
Kathleen A. Bagley, Director
Parks and Recreation Department