

Solomon Welles House Committee Minutes of Meeting on Tuesday, April 12, 2005

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

- A. [Minutes of January 11, 2005](#) were reviewed and accepted.
- B. Letters & Announcements
 - 1. Letters: None
 - 2. Announcements: Kathy Bagley announced that there are currently two vacancies on the Committee.
- C. Pending Business
 - 1. Election of Secretary: Kathy Bagley reminded the Committee of the need to appoint a new Secretary. The position had formerly been filled by Mary Mahar, who was appointed as the Committee's Chairperson at the October 12, 2004 meeting. The Committee appointed Cheryl Gardow as Secretary.
 - 2. Budget Report: Kathy Bagley reported on status of budget. Currently there are no remaining monies, and the budget is subject to a spending freeze. Expenses in the last fiscal year were impacted by a number of "little things that added up," including cleaning and household supplies.

Carolyn Bedula commented on the high electricity costs as reported on the March 31, 2005 budget status report. Kathy Bagley indicated she would follow up on this. Kathy further indicated that this may be due to the electric H/W heater (recently replaced), as well as overall usage in the public areas and caretaker's apartment. All appliances in both the caretaker's apartment and kitchen (for public use) are electric.

- D. Committee Reports
 - 1. Interior Design: See comments below under Caretaker's Report.
 - 2. House and Garden: The Caretaker led the Committee on a tour of her apartment. Attention was brought to the new storm and inside doors which had been installed within the quarters. Dana was also complimented on overall appearance of the apartment.
 - 3. Landscaping: See comments below under Caretaker's Report.
- E. New Business
 - 1. Caretaker's Report: After the tour, Dana joined the meeting to comment on the following:
 - i. Gutters were cleaned and look fabulous.
 - ii. In process of getting Mylar sun shades for Thornburg and Welles Rooms at their original estimate - to be installed shortly.
 - iii. Working on urns outside, considering combination of dogwood and pussy willow until it gets warmer - do not have to worry about this freezing.
 - iv. Request for getting mulch and annuals - Kathy Bagley to check on availability of monies for this purpose. Impatiens placed near Mountain Laurel last year.
 - v. Will take survey of things around the house that need attention, make list of "wear and tear" items. With new funds becoming available as of July 1st, will make windows a priority, and create a list of inside cracks and outside storm window cracks.
 - vi. Discussion of painting woodwork in living room to be consistent with painted woodwork in rest of house. Also requested to paint kitchen cabinets in caretaker's apartment.
 - vii. Problem with wisteria, as it does not get enough sun, question raised on possibly pulling this out and placing a shed in its place.
 - viii. Big Pine Tree/ Northern Spruce keeps losing branches, and needs attention.
 - ix. Brickwork for kitchen stairs and front walkway requires repair, need estimate.
 - 2. Parking Lot: Kathy Bagley commented on it being a bad year for the parking lot, while remarking on its current condition, and the need to repave.
 - 3. New Projects: Those present at the January 11, 2005 Meeting brainstormed on possible new projects for the Committee to undertake. The suggested new projects were revisited and discussed as follows:
 - i. Inventory/"appraisal" of house contents: This is to represent a list of items / inventory rather than an

actual determination of cost. Last inventory was performed in 1987. Deb Balzo volunteered to do a walk through inventory of the house. This will start the process, with an eventual evaluation made on whether to retain or get rid of items.

- ii. Updating photos in collages displayed in Meeting Room: Dana is a resource for acquiring pictures for collages, from events held at the House. Get person to take pictures. Mary Mahar to talk to Dana about updating collages.
 - iii. Website: Need assistance in determining what is important to feature on the existing web-site (i.e., ways in which to "market" the House). Suggestion made that it be a place to go to get booking information, interior shots, and other pertinent information. Deb Balzo volunteered to review the current web-site.
 - iv. Moving Player Piano: Kathy Bagley mentioned potential space in Senior Citizen Room at the Community Center, with Nature Center moving.
 - v. Upstairs Meeting Room Improvements: Put purchases for upstairs on hold due to budget constraints. At some point revisit as a Committee project if funds become available. Dana also has more ideas with regard to upstairs usage (i.e., meeting times, all day training sessions, etc.).
 - vi. Kathy Bagley suggested reporting for Interior Projects and Exterior Projects be performed at upcoming meetings. Reports to be made with regard to the status of each specific project.
4. Other
- i. Discussion on tables. Marilyn McPhee suggested that consideration be given to purchasing round tables to replace the current card tables. Determination needs to be made on how such tables would play out in the Meeting Room.
 - ii. Kathy Bagley to report back on Dana's request to paint kitchen cabinets in caretaker's quarters, as well as woodwork in living room. Will check with town painter. Discussion was held on possibly allowing Dana to paint cabinets herself.

The meeting adjourned at 8:45 p.m.

Respectfully Submitted,

Cheryl Gardow

* Kathy Bagley reminded the Committee that refreshments are generally served at the next scheduled meeting in June. Members are invited to bring something to share.