

FINAL

Temple Town Hall Advisory Committee (TTHAC) Minutes, October 22, 2014

Present: Ron Pulos, Dick Keuper, Connie Kieley, Dick Benotti, Julie Middleton, Sydney Thomas.

Absent: Tedd Petro

1. April 23 minutes: The TTHAC members unanimously approved the minutes of our April 23 meeting as amended. Connie explained to the group that minutes of all town committee meetings are to be forwarded to Betsy at the Municipal Building within five days of said meeting. We are to regard these minutes a draft that will be amended and finalized at the next meeting of the committee in question. Thus, our secretary will distribute the minutes of our meetings to our members within five days and we will wait until our next meeting to correct, and/or amend them. After that meeting, the secretary will forward the final draft of the minutes to committee members.
2. Town of Temple website: Temple is currently enlisting *Virtual Town Hall*, a website designer, to design and update its website, and needs from the TTHAC any changes or updates to the information describing our Committee appearing on the current website. Ron distributed to committee members a copy of the information he is forwarding to the website creators ((see attached handout entitled "Temple Town Hall Advisory Committee (TTHAC)"). Connie suggested that Debra Harling's telephone number at the Municipal Building be added to this information for those who want to rent the Town Hall for functions.
3. Exterior painting: Richard Reilly painted the south side of the Town Hall in the summer of 2014. Dick Benotti noted that he was impressed by Mr. Reilly's careful work in ensuring that paint chips were gathered in protective lawn coverings. In 2015, the east (front) side of the building will be painted. Ron presented the Board of Selectmen with a spread sheet showing the bids from three painting contractors for painting the Hall, according to the proposed painting schedule, 2014-2017. (See attached, "Temple Town Hall Exterior Paint Quotes"). Ron inquired about Greg Ellis's assessment of rot on the south side of the building. Dick B. responded that Greg had determined that there was no rot, and the appearance of possible rot was alleviated by a carpentry repair to the area in question. Ron expressed some concern as to how and if needed repairs and upkeep for the Hall are funded in the Town budget. Dick B. and Connie explained that funding of projects is the purview of the Board of Selectmen. Maintenance of Town buildings is also included in the CIP and included in their report to the Board of Selectmen. Dick B. said that he plans to repair/repaint the bulletin board on the front of the Town Hall.
4. Town Hall cleaning. Committee members reviewed the "Town Hall Cleaning Schedule" (see attached). Connie observed that the schedule needs reviewing with the current cleaning person. Perhaps her hours need to be increased to accomplish all that we want in the way of cleaning, and to that end, Connie suggested talking to

the Select Board. Our major concern centered on the failure of those who rent the Hall to clean properly after their functions. Several of us have found the kitchen in some disarray, stickiness on the Hall floor, etc. after certain events. We need to ensure that Deb Harling is providing Hall renters with an instruction sheet detailing the cleaning expectations for the Hall after their events, and to make sure deposits are not returned until the Hall is properly cleaned by those responsible.

5. Exterior of the Hall: John Kieley reportedly, is concerned about possible rot in the posts supporting the portico on the north side of the Hall. Dick B. speculated that Greg Ellis had taken care of any such problem. This will be addressed when Ron speaks to the Board of Selectmen.
6. Main Hall: Dick B. reported that the floor in the Hall is heavily scuffed, and noted that it had been cleaned and refurbished in the summer of 2013. Committee members speculated that a more substantial procedure may be required to keep the floor in better shape for a longer period. Dick B. also noted that the floor is scraped where the old piano used to sit, and a sticky strip on the floor remains after some sort of tape was affixed to it. He reported to the Committee that the Congregational Church will be using the Hall to stage a production of *Amahl and the Night Visitors*, and the piano from the church will be moved to the Hall for that evening.
7. Oil burner: Connie observed that the odor of oil is still detectable in the Hall meeting room. It has been addressed previously, but still remains -- an ongoing concern.
8. LCHIP report. The Committee reviewed the current LCHIP report (see attached "Historic Resources Annual Monitoring Report for 2014"), and thanked Ron for once again preparing and writing the report.
9. Ron will be meeting with the Board of Selectmen on October 28 to discuss the cleaning issue and report on any ongoing concerns discussed at this meeting.

The meeting adjourned at 11:19 A.M.

Respectfully submitted,

Sydney Thomas