

1835 Town Hall Committee

Minutes

June 16, 2020

FINAL

The meeting was called to order at 6:40 PM and present were Carl Corrinne, Rob Barwise, Carol Stewart-Grinkis, Ron Pichierri, Jack Chandler and Christine McCarthy.

On a motion by Ron and seconded by Carol the minutes from 3/9/2020 were approved unanimously.

Due to a FinCom request our 2021 budget request was further reduced from \$6,000 to \$3,000. Patrice felt she could do a lot of the cleaning and we would not need as much outside help. Patrice has suggested we replace the carpet in the lower large room but we have no budget to do so.

There was a long discussion about what we need to do to get an occupancy permit. Our understanding is that Sara just needs the Final report from the contractors and the emergency exit lights and exit sign fixed on the second floor and then she will sign off on an occupancy permit. Carl gave her a few reports, but none were what she was looking for. He will give her all the contractor's reports he has so she can look through them to find what she needs. The electric work is an issue since our budget was cut twice, we no longer have the money to get the lights fixed. We are not sure what Ross has in mind for this as he is aware of the need and the budget. Carl expressed frustration with getting information from the Town Hall as it is "closed to the public" and nobody is answering his questions. As a Committee head, we felt he should be able to get an appointment to go in and talk to the Town Hall employees and he will try to do that.

The sprinkler system and alarm system are complete. We have not seen the invoices, so we do not know what the final cost was. Carl has been asked by the finance committee to be prepared to speak at Town Meeting about how much the 1835 Town hall Committee has spent the last few years, however, he has not been able to get that information from Town Hall. He will try to make an appointment to get that information as well. It was felt that we should be able to get a few financial reports that would show the act amounts paid which would give us the best information for Town Meeting.

We agreed to continue with the 1835 Web site and to hopefully get it up and running again with up to date information.

There was a discussion about use of the building as several groups have shown interest such as the Garden Club, the Library and others. We need to come up with a scheduling plan once the occupancy permit is in place.

Christine is looking into the ADA Grant that will open this Fall and we discussed the possibility of updating the bathrooms and possibly replacing the handicap door with an automatically opening one.

The septic update is that we are waiting for Ross to get the last two out of three easements across the land of Woodcock and the block. Again, Carl will try to get an update from Ross. We also need input on how we place a restriction on land parcels Carl has identified so that we do not need to include a nitrogen system in our new septic design. Carl has identified parcels that can be used but we need to find out how to 'claim' them. Hopefully, Ross can help with this.

Our next regular meeting will be July 22, 2020 at 6:30 PM.

On a motion by Ron, seconded by Christine the meeting was unanimously adjourned at 8:03 PM.

Accepted July 22, 2020

1835 Town Hall Committee

Minutes

September 23, 2020

FINAL

The meeting was called to order at 6:38 PM and present were Carl Corrinne, Carol Stewart-Grinkis, Ron Pichierri, Jack Chandler, and Christine McCarthy.

A discussion took place, and it was agreed that the 6/16/20 minutes were accepted at the 7/22/20 meeting and that Carol would write up the minutes from 7/22/20.

New flooring will be installed in the large 'back room' on the first floor sometime after 10/1/2020. We would like to see a sample of what was picked out by Patrice and Selectperson Cranson. The Committee is also waiting for the specs of the floor as well as the underlayment, installation technique and details of the warranty. Apparently, Ross went out to bid and Leominster Flooring was the only company to bid. They were given the contract.

On a motion by Christine and seconded by Ron it was moved that Carl could approve the flooring for the committee rather than wait until a future meeting. The motion passed unanimously.

Carl had the invoice for the floor sanding, which everyone agreed had come out beautifully. The budget was \$8,500 and the original quote, which did not include the balcony and the stairs going up to it, was \$5,700 and they did the whole job for \$6,522.00, saving \$1,978 versus the budgeted amount. Everyone thanked Colonial Hardwood Floors for doing such a great job and for doing the balcony at no extra cost.

On a motion by Ron and seconded by Christine, to pay the vendor, Colonial Hardwood Floors, \$6,522. The motion passed unanimously.

At approximately 7:40 PM Ross Perry entered the meeting. He was showing the upstairs to the cable television crew so they could get ready to video a special selectmen's meeting on September 30, 2020, that was going to be held in the Great Hall to recognize Ross's last meeting. Jack Chandler reminded Ross that a final occupancy permit had yet to be issued and that no capacity numbers had been assigned by the Building Department, and that both should be done prior to using the Hall for a public meeting. Ross made a note of it and said that he would take care of it.

Carl was going to have a discussion with the BOS to see if there was a town employee who could oversee the scheduling of the 1835 usage and to talk about day to day upkeep of the building. Carl was also going to talk to Sara (the building inspector) about getting occupancy straightened out.

Christine talked about possible grants that are out there including ADA, Green Committee for mini-splits and others. She is still working on these possibilities.

The meeting was adjourned at 8:10 PM on a motion by Ron and seconded by Christine. The motion passed unanimously.

1835 Town Hall Committee

Minutes

October 21, 2020

FINAL

The meeting was called to order at 6:42 PM and present were Christine McCarthy, Carol Stewart-Grinkis, Ron Pichierri and Carl Corrinne.

The minutes from July 22, 2020 were read and accepted after eliminating the line about permission by The Brick and by changing the title of Joe Booth from former chairman to supervisor/manager. Motion by Ron, seconded by Christine, Jack abstained from voting as he was not present at that meeting.

Minutes from September 23rd were unanimously accepted as corrected on a motion by Ron and seconded by Christine.

There was a discussion regarding the proposed meeting that was to have taken place on September 30th as a farewell to Ross Perry. When the Great Room was being set up for the meeting the tables were scratching the newly finished floor and, afraid of further damage until all tables and chairs could get adequate scratch protection added to their legs, it was decided to not have the meeting there. In addition, there is still an issue with the occupancy approval from the building inspector. Sara the inspector had told Carl he needed to get all EXIT lights working, which he and Patricia had the fire alarm company do. However, when Sara came to inspect the fixed lights, she said she now wanted EXIT lights with back up batteries and emergency lights attached to them. So, we now need to replace 5 sets of emergency EXIT signs before we can get our occupancy. Once this is done, we should get an occupancy certificate and we can abandon the old emergency lighting system which is no longer working.

Leominster Flooring finished the large back room floor. They will be back to add some molding under the heat registers where the old flooring covered the walls.

Great Hall audio visual: Arden asked Carl if she could have Matt Majakis come in and look at what we needed for an Audio Visual (AV) system. Matt did this and Arden has submitted for a grant to cover the costs of this.

Septic System. Ross had prepared the second and third easements for the septic line to run to the fire station but had not met with the property owners to get them approved. Now that he has left Carl is going to work on getting the easements approved by the two property owners. Carl has met with Terry Heinhold, who is the representative for the owner of the block, to discuss placing the pipe through their parking lot. Carl and Terry talked about the town repaving the whole parking lot while placing the pipe as most of it is going to be destroyed while we add new tanks and then run a line through the middle of the parking lot. The town was hoping to get a 99-year lease to use the parking lot as long as the town plows it in the winter. The town has to maintain the drainage system which runs through the parking lot anyway so this would be a win-win for the town.

1835 Town Hall Committee

Minutes

November 18, 2020

FINAL

The meeting was called to order at 6:37 PM and present were Christine McCarthy, Carol Stewart-Grinkis, Ron Pichierri and Carl Corrinne. Rob Barwise was attending by phone and Lynn Shepard was a guest at the meeting.

The minutes from October 21, 2020 were read and accepted with the correction of Matt Majakis's name. Motion by Christine, seconded by Carol, passed unanimously.

Christine updated us on the status of the Massachusetts Cultural grant. The grant was submitted on November 13th, 2020 and we requested a \$200,000 match towards ADA improvements, mini-splits, etc.

We received an occupancy permit from the building inspector! It is for 80 people upstairs and 80 people downstairs. The occupancy numbers were limited by the number of bathrooms, not floor strength, exits or anything else. There was a brief discussion about how we could increase that number by adding a second stall to the ladies room, adding a urinal to the men's room or by converting the Lady Marion Wilder Room into a third 'family' bathroom.

There was a discussion about the recreation Committee moving back to the 1835. While we continue to get mixed signals about this the general impression is that they want to move their office back here and use the building for Recreation activities. Carl will set up a joint meeting with the Recreation Committee.

There was a discussion about naming the rooms so that we would have a reference during discussions and when people want to use various rooms. The attached list was distributed by Rob of names that had been suggested previously.

There was a discussion about the 'rates' charged for using the various rooms. Carl will check with Kristen of the Rec department to see what we charged before and then we can review the rates. We also need to see what groups can use it for free, etc. We also need to see where this income went within the town coffers. Is there still a revolving fund for the 1835?

We discussed the need for chairs for the Great Hall. We currently have the old wooden folding chairs which are gangs of three chairs that need to be cleaned, possibly refinished, and checked to make sure all the feet have felt pads. They are also awkward to move around. Longer term we would like to get some stacking, standalone chairs that would be a lot more comfortable! Patrice had a place in Devens where we could get used ones that were relatively inexpensive. We want to make sure that whatever we get looks good!

Carol had Laura Barone from Smashing Windows in Upton come in to give us a proposal for window curtains that we may be able to pay for with a Preservation Grant that would have to be matched with an article at Town Meeting. The grant would provide for window shades for

the first floor windows, accordion style Duettes window treatment by Hunter Douglas for the upstairs windows, and Roman shades for the windows on the stage, that would be bigger than the others. She thinks the cost will come in around \$15,000.

Matt Majakis and Arden Sonnenberg were looking at acoustical panels that would help reduce the echo in the Great Hall. We want to make sure nothing that takes away from the looks of the Great Hall is considered.

We have not heard anything about the grant that Matt and Arden were putting in for audio visual equipment for the Great Hall.

We discussed the possibility of getting an ADA grant that might cover the costs of replacing/upgrading three outside doors including the rear handicap entrance and the two fire escape doors; bathroom upgrades and possible the conversion of the Lady Marion Wilder Room to a family bathroom.

There was a discussion about the small brick building behind the 1835. It was discussed trying to move it or tear it down and use the space for parking, which seemed to be the best idea. Anything would most likely have to be approved by the BOS.

Our next meeting will be 12/16/2020 unless Carl sets up a special meeting with the Recreation Committee prior to that.

The meeting was adjourned at 7:58 on a motion by Carol and seconded by Christine. It passed unanimously!

List of room names is below:

1835 Town Hall Committee

Minutes

January 27, 2021

FINAL

The meeting was called to order at 6:34 PM and present were Christine McCarthy, Carol Stewart-Grinkis, Ron Pichierri, Jack Chandler, and Carl Corrinne. Arden Sonnenberg was attending by phone as a guest at the meeting.

The minutes from November 18, 2020 were read and accepted with the correction of adding an 's' to doors on the 11th paragraph. Motion by Christine, seconded by Ron, passed unanimously.

It was noted that Sarah the building inspector had quit Sterling and was now working in her hometown of Ashburnham. Fortunately, we had gotten our occupancy permit prior to her leaving.

Grant Update: The Mass Cultural Council grant was submitted on time! Carol reached out to Meg Kilcoyne, one of our State Representatives, and to Cronin to ask for their support. Unfortunately letters of support had to be submitted by January 15th, so it is too late this time.

The Historical grant is due March 17th so we will work on that grant next.

There was a discussion about setting up a "Friends of the 1835" nonprofit, tax exempt organization so that we can raise money to do additional work and maintenance to the building and acquire furnishings, etc. Bob Jones had said before that his wife Jackie could help us set it up. Christine and Carol will pursue this. They will also prepare a solicitation letter to show the committee.

There was a discussion about the 1835 being closed by the BOS and when it might open again.

One project for a future grant is the rebuilding of the front columns. This had been quoted several years ago at \$30,000 so it might be as much as \$50,000 right now.

Septic Status: We are still in discussions with the owner of the Brick building, Mr. Trans, for crossing his property with the piping. The Town does not want to take responsibility for maintaining the back parking lot, so we are looking at other approaches to get this accomplished. Carl is also working on a plan B.

We delayed the discussion on usage rates and forms for using the 1835 since the Recreation Director has resigned and they are in the process of posting the position.

It was noted that the painting in the 1835 had been completed and looked GREAT! All pipes have been painted and most chipped, cracked, and missing paint has been replaced. Robichaud Painting LLC did a great job and even with the added work their final bill came in at \$5,000 instead of the initial \$6,250 that they had quoted.

On a motion from Ron and a second by Carol, the Committee voted unanimously to authorize the payment of \$5,000 to Robichaud.

Carl updated us on the design work that was being done by J. Moody Company in Leominster to design a system of mini splits to cool, and heat, the 1835. Their initial proposal was for two larger units on the south wall of the Great Hall, two small units for the back large room on the first floor, and one smaller unit for one of the offices on the first floor, with all the heat pumps outside under the fire escape. Carl has asked them to add small mini splits to the other office and the conference room on the first floor as well. The initial quote was \$27,330 before adding the two additional heads. There was concern raised by Arden about the looks of the mini splits in the Great Hall and could we look at another alternative? Unfortunately, any type of duct work from a lower level would be almost impossible and would be expensive. We could look at 'boxing in' the mini splits some to make them more appealing but the general feeling of the committee is that their appearance would not be a problem.

The next meeting of the Committee is scheduled for February 24th, 2021 at 6:30 PM.

The meeting was adjourned at 7:48 PM on a motion by Ron and a second by Carol. It passed unanimously.

Accepted March 17, 2021

1835 Town Hall Committee

Minutes

February 24, 2021

FINAL

The meeting was called to order at 6:34 PM and present were Christine McCarthy, Carol Stewart-Grinkis, Ron Pichierri, Jack Chandler and Carl Corrinne. Matt Majikas and Dick Maki were guests at the meeting.

The minutes from November 18, 2020 had already been accepted with the corrections and the January 27th minutes had not been sent out so no minutes were reviewed.

Matt Majikas gave a presentation on the sound absorbing panels that his company recommended for the 1835 Great Hall. The panels would cost \$30,000 installed. The general feeling is that they would change the looks of the Great Hall as presented and would not be well received. Matt was going to see if they could make larger panels and paint them the same color as the ceiling so they would be less obtrusive. Matt was going to go back to the manufacturer, GIK Acoustics from Georgia, and see what other suggestions they could come up with.

They could also take old photos of the 1835 and blow them up on the wall acoustic panels so that they would be decorative and functional. We also discussed making our own panels that we could use to try to reduce the sound echo.

Matt and Dick Maki talked about a sound system for the Great Hall and said that we could get an 'OK' one for about \$7,500 that would include two large wall mounted speakers, a microphone and amplifier system that could be located in the balcony.

We discussed a large display screen of some type that could go on the wall of the stage. Jack asked about a system of daisy chaining TV's and Matt said that would cost upwards of \$25,000.

Dick talked about the Sterling Arts Collaborative, a 501.c.3 corporation that's goal is to improve the Arts in Sterling. Dick said the great Hall 'is alive' with sound and mentioned that Paula Meola dance was interested in using it and that we could hold cultural events, etc. there

Dick spoke of the types of functions that we could have at the 1835 including weddings, movie nights and corporate lunches. He also mentioned holding Open Mike nights, having speakers, craft shows and having folding walls for art displays.

Dick showed a flier of the Berlin 19 Carter Community Center and all the work they have done and the types of events they have hosted. Dick said that for less then \$3,000 we could get a Bose sound system that would be adequate for most events in the Great Hall.

Carl talked about the 2021 Budget that he was presenting to the FinCom which is due March 15th.

Carl talked about the septic update. Apparently Paul and Lisa from the DPW have given their notice to leave/retire from the Town. This means that the pipe replacement Carl was working with Paul on will probably not happen so we are still trying to complete the run of the pressure line to the fire station septic system. It was also mentioned that Kristen from the Recreation Department had left as well as Sara from the Building Department and Norm Gamblin from the DPW.