

**Minutes of the Sterling Town Hall Committee  
May 10, 2004**

The meeting opened at 6:30 p.m.

Members present were: Vern Gaw, Cynthia Secord, Ron Pichierri, Joann Drown, and our new member, Ken Stidsen. Gary Griffin was present for short time only, as he had another commitment.

Gary volunteered to see Tim Bragan about auction date to sell items left by the library that are still in Town Hall building.

Tom Loan's septic system has been completed, and there will be pavement over the system for additional parking. Mr. Loan suggested that a 6" main sleeve be installed below the frost line, from town hall building past his property, and be completed as soon as possible. Time is of the essence, as once paved, cost of installing the pipe will be excessive. Gary will apprise Tim of this information, with the hope that the Selectmen will authorize funds to pay for the installation of the pipe. Ron mentioned that the committee needs to talk to Tom Loan quickly, ask him for help, and to delay paving.

The recorders report was read and accepted.

Cynthia Secord mentioned her concern about the substantial amount of library items still remaining in building. The items need to be removed soon, so an Open House event can be scheduled. She feels we can accomplish an Open House, even though the building will be occupied by the Fire Dept. Vern asked Cindy to see Pat Campbell, and ask what can be done about the situation. Ron suggested that the library rent a storage unit for the items. Cindy agreed to see Pat.

Vern presented a proposal for painting the Sterling Town Hall.  
The following are suggestions presented by committee members to further define proposal.

1. Need to have 24 hour period of dry weather between coats.
2. Wood needs to be caulked, and broken boards replaced.
3. Specify type of replacement boards to be used. (#1 Cedar of appropriate dimensions)
4. Remove old and loose caulking.
5. Make note **not** to use torch to remove paint.
6. Contractor should take appropriate measures to dispose of old lead paint chips.
7. Scrape after power wash.

8. Subcontractor needs to be approved by committee, prior to starting work.
9. Insurance and credentials required.

Cindy mentioned shutters that belong to town hall building are not the correct size. Vern stated that when we get further into restoration project, the proper size shutters will be acquired.

Cindy mentioned that we could inquire of the Society for the Preservation of New England Antiquities, the correct type of paint to use on the project.

Ron suggested we have one base coat and one finish coat, and ask contractor to supply appropriate examples. Also examples of one base coat and two finish coats.

Vern suggested the next committee meeting be June 7, 2004, as we have many pressing concerns. Also, another meeting June 28, 2004.

Vern will contact painting contractors soon.

Vern will contact Judy Janda, to see if she has money left in her budget to contribute to Town Hall.

We need to check Massachusetts General Laws about the proper use of second floor of the building, as concerning handicapped access, etc.

Vern suggested putting off Air Conditioner repair for this year, since the Fire Dept. will be bringing in several for their own use.

Cindy suggested money from renting space in the building go toward renovation project. Vern will bring in his calendar, which shows who is renting space, and the dates they are renting.

Ken suggested using the town web page for town hall news and publicity.

The Grant status is unchanged. The Historical Commission is handling the grant.

Cindy suggested the story board project be continued, as it will generate interest in the town hall building, and hopefully the extensive renovation project.

Cindy suggested a day in June be scheduled for a work day to clean up the outside of the building.

Meeting adjourned at 8:05 p.m.

Respectfully submitted,  
Joann Drown, Recorder.