

Whitcomb Hall Committee
June 24, 2015 Meeting Minutes

Note: Draft Minutes are subject to review, correction and approval by the Committee. Review and approval of Minutes generally takes place at the next regularly scheduled meeting of the Committee.

Present: Lee Dunham, Nancy Carlson, Ann Bedaw & Jerry Bussiere. Also present: Planning and Community Development Director Sara Carbonneau, Code Enforcement Officer Mike Jasmin, and guest Sharon Greatbatch.

Resignation: Carlson stated that Hayley Hill has resigned from the Committee due to her new job out of town.

Minutes: Motion by Bedaw to approve the minutes from March 25, 2015. Seconded by Dunham. Vote: All in favor. Motion by Dunham to approve the minutes from May 6, 2015. Seconded by Bussiere. Vote: All in favor.

BBQ: Details for the BBQ could not adequately be discussed as Peter Johnson was not present. Carlson stated that she would confirm the date of the BBQ (August 29th) with Mike Gomarlo to ensure that he would have enough chicken, potato salad, watermelon and corn on hand. Would rely on Gail Wood to secure the salad and breadsticks from Olive Garden. Raffle items – everyone needs to secure raffle items. Will need to inventory the paper plates, utensils, water, lemonade, etc. to see what we need. Maybe be able to secure donations (as needed) from Walgreens in Walpole. Will need to make sure that we have adequate helpers for cooking and running food, serving food, selling tickets, manning the raffle table, and for set-up and take down. Will need to Johnson get in touch with Mark Perry a.s.a.p. to confirm what is needed for the barbecuing. Noted that chairs were obtained from the Grange building and from Whitcomb Hall. Reminder that Bruce Willard assisted last year.

Road Race: Neither Wood or Johnson were present to discuss the road race and what they may have come up with for details and recommendations.

RFP for 1st Floor and Basement Renovations: Mike Jasmin was present to discuss the RFP. Carbonneau provided a time line, noting that the RFP would be published on July 5th, bids would be due July 20th, and that work was expected to commence August 3 and finish October 9, 2015. Jasmin noted that he was fine-tuning the RFP specifications – also noted that he was exploring opportunities for energy efficiency grants. Noted that the grant application to East Hill Foundation would be addressed at a June 26th meeting of the Board of East Hill.

New sign – new campaign: Carlson stated that she had taken down the fund-raising sign as it appeared that no activity had been taking place. Carlson also felt that it would not be right to

include the \$50,000.00 added at 2015 Town Meeting. Suggested that a new campaign begin after renovations commence – maybe something dedicated towards installing a commercial kitchen.

Membership: Discussed ways to include more people as members and “helpers.” Also, if members cannot commit to attending and helping, they should consider stepping down – as not having a quorum of members makes it impossible to conduct business at a meeting.

Motion by Bedaw to adjourn. Seconded by Bussiere. Vote: All in favor. Meeting adjourned at 4:20 p.m.

Submitted by,

Sara H. Carbonneau, Director
Planning & Community Development