

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.

**Whitcomb Hall Committee  
July 29, 2015 Meeting Minutes**

**Present:** Nancy Carlson, Judy Bohannon, Pete Johnson, Gail Wood, Jerry Bussiere, Lee Dunham, Ann Bedaw, P&CD Director Sara Carbonneau and Code Enforcement Officer Mike Jasmin. Meeting commenced at 3:30 p.m. at Whitcomb Hall.

**Whitcomb Hall BBQ & Complete Streets Demonstration –**

- Johnson will contact Gomarlo's for the chicken, corn and potato salad. Also reported that paper plates, silverware, table coverings, etc. are "all set." Noted that he has arranged for a large cooker for the corn. He is all set for the lemonade and the iced tea. Mark Perry is on board for cooking the chicken. Johnson will also take care of obtaining a fire permit for the BBQ pit.
- Carlson will contact the manager of Walgreens (in Walpole) for bottled water.
- Wood will contact Olive Garden for salad and breadsticks. Requesting enough to serve 225 people.
- Dunham will take care of setting up the tent, tables and chairs.
- Susan & Rachel Johnson will take care of the raffle items. Bedard (not present) is contacting businesses for donations. Carbonneau will secure the raffle permit from the town.
- Carbonneau will sell the tickets for the BBQ. Rate is \$10.00 per person. Children 5 and under will be free, but this will not be advertised. There will be no take-out advertised, but if people want to wait in line to get their food in take-out containers, there will be take-out containers available.
- Servers will include Bedaw, J. Bohannon and Robin Dunham. B. Bohannon & M. Faulkner will also be available to assist with any tasks necessary.
- Stratton Library will also be having a table to sell used books.
- Carbonneau to take care of press release, Sentinel Source calendar, and other publicity. It was agreed that Whitcomb Hall would be available for tours led by L. Dunham.

**RFP Update** – CEO Mike Jasmin updated members on the bids that were received. He noted that the Board of Selectmen authorized him to continue discussions with Cheshire Builders and develop a plan for phased renovations/improvements to the building. The first work to be done includes: electrical, heating, get existing ladies' bathroom to working status – will be a unisex bathroom for the time being. Jasmin also noted that the handicap ramp and the front entryway and lighting are high priorities. Noted that to accomplish the work set out in the RFP and the resulting bid from Cheshire Builders, additional funds will need to be raised.

**Ideas for Other Events** – Suggested a fall cider and donuts gathering. 5-K road race. Johnson will ask his wife for additional details of the Sudbury, MA road race.

**Next Meeting** – Scheduled for Wednesday, August 26, 2015 at 3:30 p.m. at Whitcomb Hall.

Meeting adjourned at 4:15 p.m.

Submitted by,  
Sara Carbonneau, Director  
Office of Planning & Community Development