

Edmond Town Hall Board of Managers

Regular Meeting

Tuesday, April 18, 2017

Mary Hawley Room, Edmond Town Hall

45 Main Street, Newtown, CT

Chairman Margot Hall called the meeting to order at 6:30pm

Present: Margot Hall, Marie Smith, Jennifer Chaudhary, Mary Fellows, Anna Wiedemann

Absent: Jim Shpunt,

Also Present: Sheila Torres, Tom Mahoney, Julie Barbeau, Grace and Edith Targonski, and one member of the public

Public Participation – Julie Barbeau explained that her son is fighting leukemia and they are trying to get awareness out there. On September 9th, Ingersoll Auto as agreed to allow them to have a table at the movie they are sponsoring. They would also like a banner on the building and a slide on the screen for the month of September. The funds that she would raise will go to their fundraising ride which is in its third year. The money raised at the ride will go to LIVFREE. Grace Targonski is a different organization with similar goals. Julie Barbeau is promoting childhood leukemia and Grace Targonski is promoting childhood cancer. 96.2% of funding go to adult research and only 3.8% goes to children research. The funds that Grace Targonski raises goes to her supplies to promote awareness, to other organizations that promote awareness and she gives it back to the communities by helping families.

Report from Theater Coordinator – Tom Mahoney reported that the best movie was Star Wars Rogue One. They have Butch Cassidy and the Sundance Kid coming on Thursday. This Friday the Tree House is doing a comedy show which beverages will be served. The Lion, La La Land, Wiggles and Hidden Figures are upcoming movies.

Approval of Minutes – Anna Wiedemann moved to approve the minutes from the 3/20/17 and 3/22/17 meetings and the 3/30/17 Organizational Restructuring Subcommittee meeting. Jennifer Chaudhary seconded, motion unanimously approved.

Report from Sub-Committees – Jennifer Chaudhary reported that the Organizational Restructuring Subcommittee has finalized some of the original documents and moved on to other descriptions and organizational needs. They are going to meet again soon and evaluate what is next and hopefully be complete by mid summer

Correspondence – None

Report from Chairman – Margot Hall reported that she went to the last Borough Zoning meeting. If they change the occupancy it would be considered spot zoning and that is not something they want to consider. They are going to investigate an overlay zone which has been used by other communities. This will allow them to market the building at market rates.

Report from Operations Manager – Sheila Torres reviewed her report (Attachment A).

Approval of Monthly Bills – Anna Wiedemann moved to approve the monthly bills, \$43,719.56 for the building and \$11,527.12 for the theater for a total of \$55,246.68 Jennifer Chaudhary seconded, motion unanimously approved.

NEW BUSINESS

Resolution re 2017-2018 to 2021-2022 CIP – Marie Smith moved A RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$571,000 FOR THE PLANNING, DESIGN, AND CONSTRUCTION OF IMPROVEMENTS TO THE EDMOND TOWN HALL BUILDING AS AUTHORIZED IN THE CAPITAL IMPROVEMENT PLAN (2015-16 to 2019-20) AND AUTHORIZING THE ISSUANCE OF \$571,000 BONDS OF THE TOWN TO MEET SAID SPECIAL APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE. Anna Wiedemann seconded, motion unanimously approved.

Charter Phone Service – Sheila Torres reported that she worked with the Fire Marshal because there was concern about the fire alarm and the panic button not working if the power is out. Charter told her that if they have a generator, the phone lines will work and so will the fire alarm and panic button. Sheila Torres will get a letter stating this.

Two movies on weekend evenings – Anna Weidemann asked if they can have a younger movie at 7pm and an adult movie at 9pm which was done in the past. Some studios refuse to share the screen but some will allow it and that will be done. Sheila Torres will discuss this with Theater Manager and whenever possible, they will bring in two different movies.

Jennifer Chaudhary moved to add the request for childhood cancer awareness to the agenda, Anna Wiedemann seconded, motion unanimously approved.

Margot Hall moved to allow Julie Barbeau and Grace Targonski to have a table on September 9, 2017 to bring awareness to childhood leukemia and childhood cancer. ETH Board of Managers also approves an ad on screen and an outdoor symbol approved by the borough and allow them to provide information regarding childhood cancer and participating organizations, donations should not be collected. Anna Wiedemann seconded, motion unanimously approved.

Comments from Board Members – Anna Wiedemann asked if there would be a slide reminding people to vote. It was determined that if the town requests the slide, they can do it. There is also a grant that the Commission on Aging has applied for. If they receive it, she asked if there was a place at Edmond Town Hall that they can use for Art and also storage.

Mary Fellows also presented a plaque that will be given to Jim Juliano for his dedication to Edmond Town Hall over the years.

Having no further business the meeting was adjourned at 8:00pm.

Respectfully submitted,
Arlene Miles, Clerk

Attachment A

ETH MANAGER'S REPORT – April 18, 2017 – Sheila Torres

Highlights

- I am leaving on vacation Thursday May 4th. I will return Monday, May 15.
- DNR has cut us over to Carousel, the new advertising system as of today.
- Andy Clure and Azra will be helping with the pouring at the bar this Friday.
- Many challenges this month because they have 'improved' or digital calendar and it has completely changed my work processes. I am having to relearn a totally new tool and frankly I do not have time for this plus everything else.
- The online classes for TIPS training are 4 hours long. I am halfway through the class and will complete the remaining two hours before Friday.
- Met with A. Wiedemann and J. Chaudhary subcommittee related to organization needs.
- Laser projector has been working well.
- DNR is bringing our new microphones for the theater in Friday night. We will use them for the comedy hour.
- I met with the fire marshall to ensure that having Spectrum/Charter phone lines would not interfere with the alarm and panic systems when the power goes out. The fire marshall said that in the event our building is without power, we would shut down the building. Spectrum has told me that as long as we have power, the alarm and panic systems would work because their phone lines work as long as there is power. I am trying to get this in an official communication rather than in the email stream from the representative I have been working with.

In Progress

- I am hoping to use the Youth Group Volunteers on Saturday to spread the rubber mulch, but I am not sure I can get all the mulch I need on time. I will let you know how this goes.
- Jane Didona said she would likely be able to meet in May. I am trying to arrange dates with Sue Marcinek when members of the Board of Selectmen and the Legislative Council can both be present. We hope to hold the meeting here, perhaps on a Thursday evening.
- We have not yet completed the attic fan work. The electrician was here on 4/18 to follow up on work recommended by the fire marshall. He plans to return on 4/27 and we will have a better sense of the price for the attic.
- Have not had the opportunity to obtain quotes for the painting of the gymnasium walls. Will work on this ASAP, the walls are very dirty.

Work Completed - Maintenance/Repairs/Ongoing

- Panic buttons have been installed in the concession stand and in my office to help staff get help in the event of an unsafe situation.
- Submitted all liquor licensing documents to the State and everything is being processed.
- I have acquired tickets for the May 19 show and reusable tickets for wine and beer.