

RECEIVED
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 DATE February 13, 2017



Town of Huntington — Town Hall Committee Meeting

Thursday, December 1, 2016
 meeting at the Huntington Town Hall

Agenda	<ul style="list-style-type: none"> • Approval of last month's minutes • Status of current renovation work and contracts • New and upcoming projects and funding • Business use and operation • Other business
Members present:	Aaron Worthley (chair), Linda Fickbohm, Mariah Riggs, Barbara Felitti (notetaker)
Others present	none
Call to order	Aaron called the meeting to order at 7:02 pm
MOTION: APPROVAL OF MINUTES	<ul style="list-style-type: none"> • Barbara moved and Linda seconded to approve minutes of the September 29, 2016 Town Hall Committee as amended. Passed unanimously. • Linda moved and Mariah seconded to approve minutes of the Oct 27, 2016 Town Hall Committee. Passed unanimously.
Status of current renovation work and contracts	<ul style="list-style-type: none"> • New Leaf still has not done their punch list items. Aaron continues to follow-up. • Door closers got installed. There have been issues of people not being able to get in when the doors are unlocked. Linda will work on putting a note on the door to alert people to this. • Weather stripping – Aaron has worked on most of the doors. • Aaron ordered a fuel delivery last week. We will monitor fuel levels to see how use goes and if a regular schedule can get set up in the future.
New & upcoming renovation projects & funding	<ul style="list-style-type: none"> • Discussion about the items to be included in the next phase of work. Priorities are electrical work, second bathroom, plasterwork and structural. • Electrical - VT Arts Council will fund this type of work. Mariah will look into donations for a lighting board and other equipment, e.g., PA system. • Second bathroom question and septic. Aaron will get cost for bathroom and is working with Dean on costs for septic pumping from the Town Hall to the Town leachfield. Based on Stone Environmental study, the Town leachfield has extra capacity to add the Town hall to. • Other budget estimates look okay. Barbara will re-do budget showing potential donors and overall plan. • Solar – Barbara will continue follow-up to find out if the manufacturer will honor the roof warranty if solar panels are put on. We would still like to get a plan together to be able to take advantage of grants for towns when they might become available.

	<p>We are advised to be project ready as municipal solar grants get taken up quickly. Will coordinate with the Energy Committee, but we want to be able to move forward on our own, if needed.</p>
Business use & operation	<ul style="list-style-type: none"> • Chair sale was very successful, approximately \$460 raised. Broken/repairable chairs were moved under the stage. Aaron took broken ones and created parts. He has fixed about 14 chairs. • Event calendar/website – Rental agreement is not on the Town website on the quick links. Linda will follow-up with Barbara E. Town Hall site also needs corrections. Linda will start using the Google calendar for the Town Hall Gmail account to list events. Explore if we can link Google calendars view-only or develop a linked TH website using WordPress. Mariah and Linda will work on a TH event website/link. • Annual report is due Jan 12th. Barbara will do a draft for review at December meeting. • TH Budget is level funded. What appears in the budget as an increase is offset on the revenue side. It is confusing how this is presented in the annual Town report because income is shown in a different section of the report. Concern that town members will think they are paying more for the TH budget when the increased budget is actually paid by usage revenue. Question: Is it possible to footnote the TH budget to explain this? Aaron will follow-up with the Town. • A related issue: TH usage income goes into the general fund, not the TH Reserve Fund. We may need to meet with SB to discuss how the TH income is managed and ensuring access to the funds for the TH use. • Bingo cards. Aaron reported an easy and fun way to use the cards. Agree that we will try selling them for \$1/card in packs of 10, with a link to a bingo app. Aaron will put request on FPF.
Upcoming Events	<ul style="list-style-type: none"> • Workshop in December. • Question on what is a town committee, i.e., qualifying for free rental. Non-profit doesn't qualify for free rental. If a Town committee is actively working with a group then it qualifies for free use of the building, e.g., the Conservation Commission and the Gillette pond group.
Other Business	<ul style="list-style-type: none"> • Shades for windows – Shades or blinds are needed so a slide show can be seen during daytime hours. Looks like some cheap options may be available from places like Home Depot. Aaron will check out about shades. • Alison Forest offered to make patchwork curtains for the windows. No final decision was made on this pending the research on shades. • Plowing – The Selectboard is okay with hiring uninsured people to do plowing. There is an option for hiring a local person to shovel that we may use when there is a lot of snow. If the person can't easily be paid by the Town, Aaron will use TH Reserve Funds to pay in cash. • HHCT meeting – Linda attended and gave some history of TH:

	The ship in the mural on the stage commemorates Admiral Dewey's victory at the Battle of Manila Bay in 1898 aboard the USS Olympia during the Spanish American war.
MOTION: ADJOURNMENT	<ul style="list-style-type: none"> • Barbara moved and Aaron seconded to adjourn the meeting at 9:00pm.
	Minutes prepared by: Barbara Felitti 12/22/15 – Next regular Town Hall Committee meeting Next meeting notetaker: Terry Boyle