

RECEIVED   
DATE December 27, 2010

**Town Hall Committee Meeting Minutes** prepared by Barbara Felitti  
**Thursday, Nov. 11<sup>th</sup>** – meeting held at the Town Office

Present: Aaron Worthley, Terry Boyle, Linda Fickbohm, Barbara Felitti, Mariah Riggs

**Summary of discussion:**

**1. Updates**

The Selectboard approved \$1800 from the Town Hall Insurance fund for window repair. The three worst windows will be repaired now and we will look to repair the remaining 2-3 windows in the spring.

**Follow-up:**

- ⇒ Aaron is coordinating the work with Eliot Lothrop.

**2. Town Hall Maintenance Plan**

We will discuss priorities for maintenance at the December meeting with the goal of developing a prioritized list of maintenance repair and renovation needs. Amy has contacts with estimators that we can use to get costs for the maintenance plan.

**Follow-up:**

- ⇒ Barbara will put together a draft maintenance plan.
- ⇒ Aaron will contact Dick Kellogg and get copies of the floor plans and develop electronic versions that can be used for developing cost estimates.

**3. Septic System Research**

Mariah researched information about the current septic system and pricing/info for the pumping option. There is a 500 gallon tank below the front stairs. She contacted EnviroTech and they said that they could plug the outlet and make it a containment unit with an alarm system for pumping for \$140. Pumping would be \$100.

**4. Water Supply**

Discussion about septic raised the point that the Town Hall currently has no water supply (it was supplied by a community system on Trapp Road).

**Follow-up:**

- ⇒ Mariah will talk with Yogi about the water system.
- ⇒ Aaron will check nearby well logs to get an idea of how deep a well may need to be drilled.

**5. Fundraising and Other Grant Opportunities**

Mariah had very good conversations with River Arts and ideas for developing fundraising information which she would like to do this winter. Linda can also help with this. We will discuss fundraising more in January, after identifying the building needs which will then help us develop fundraising plans. We also discussed the idea of registering a non-profit (501c3) to help with fundraising as well as the option of a low-profit limited liability corporation (L3C). We envision that we will want to raise funds through the town (e.g., for municipal grants available from the state) and from foundations and other sources which will only give to non-profits. HHCT could possibly fill a role for non-profit fundraising.

**Follow-up:**

- ⇒ Mariah has contact with a lawyer and will continue to get information about registering a 501c3 and L3C.
- ⇒ Amy and Terry will talk with HHCT about their interest in being a grant mechanism for the Town Hall.

Next meeting **January 20<sup>th</sup>, 7:00 – 8:30 pm** at the Town Office