

Draft

ST. MARGARET'S COMMITTEE

Minutes of meeting

June 28, 2011

Members present: Chairman Paul Fredricks, Kathy Douris, Rosemarie Zengen, Michael Brown

Absent: Linda Keeling

Guest: Andrew Pope

Other: Town Board Councilman and liaison Harry Colgan, Grant Coordinator Paula Schoonmaker, Secretary Susan Ellis

CALL TO ORDER: Chairman Paul Fredricks called the meeting to order at 4:05 P.M.

MINUTES OF THE APRIL 26, 2011: There was no meeting of the Committee in May. The minutes of the April 26, 2011 meeting were approved with a motion made by Rosemarie Zengen and seconded by Kathy Douris.

ANDREW POPE - EAGLE SCOUT PROJECT PRESENTATION: Chairman Paul Fredricks introduced Andrew Pope, a Boy Scout working on his Eagle Scout award. Andrew's project is to document and remove the remains of the collapsed shed. Andrew has made arrangements for a dumpster. He and his team will retrieve anything that looks historical, take photos and make a display explaining the significance. Paula Schoonmaker noted that it is important to take measurements.

Andrew said an important issue is that the paint on the old shed is lead based, so workers will have to wear respirators and suits covering their clothes. Rosemarie Zengen asked how many workers there would be and their ages. Andrew replied that his troop has members ranging in age from 11 – 17. Rosemarie asked who would be liable if someone were affected by the lead, or otherwise injured. Andrew replied that there is scout insurance, but he is not sure of the coverage. Paula Schoonmaker added that the building is insured by the Town, and that the Town also has required contractors to provide insurance. Kathy Douris asked if that meant that the construction workers would be added as additional insured on pertinent insurance policies. Paula said yes, and that Andrew should check with the person who handles insurance for the Boy Scouts.

Kathy Douris noted that there would be many boards with nails sticking out and other hazards and asked Andrew what other protections the Troop would take. Andrew replied that they would all have tetanus shots, and that his father is a physician and will be on the site with an emergency kit.

There were no further questions, and Councilman Harry Colgan said that the project has been planned over a long period of time and is not an easy task. Paula Schoonmaker said that she would give Andrew a copy of the archeological report section on the shed area. Michael Brown complimented Andrew on his program and Committee members applauded the presentation.

Paul Fredricks asked Andrew if he would start by the end of July; Andrew said most likely the starting date would be mid-August. Paula Schoonmaker asked what the proposed time line would be. Andrew said that there would be 9 or 10 sessions, but not necessarily consecutive days. Kathy Douris asked if they would only work mornings, not in the heat of the day. Andrew replied that there would be two shifts of workers, morning and afternoon.

Rosemarie Zengen asked who approves the project and expressed a reservation that as a Committee member, she couldn't approve the project until the liability question is fully addressed. She asked Councilman Harry Colgan if the Town could get an umbrella policy for insurance. Harry replied that the Town Board has to pass a resolution to approve the project and make sure that there is appropriate insurance coverage. Rosemarie said that then the Committee is anticipating Town Board approval and insurance coverage. She also asked Harry to assure that no Committee members would be held liable.

Paula Schoonmaker asked that the Scouts inform her of the times that they would be working, so that she can coordinate with the construction contractors working on the roof. Harry Colgan asked about a Scoutmaster contact; Andrew said that would be his father.

Michael Brown asked Andrew Pope if he had contacted the government for, or read, the guidelines by the National Trust for Historic Preservation for this type of project. Andrew replied that he has read the guidelines, and found that the only requirement is that the scouts document what they are removing. Paula Schoonmaker added that Stacey Matson Zuvic, grant advisor from the New York State Office of Parks, Recreation and Historic Preservation (NYSOPRHP), has said to her that the project should save representative hardware, hinges, nails and such, along with one or two pieces of timber. The rest should be measured. Kathy Douris asked Andrew Pope where the timbers would be stored during the project. Andrew replied that there would be different staging areas, which they would cover.

Michael Brown said that the representative pieces would show the history of the shed. Rosemarie Zengen suggested that Winty Aldrich's assistant would know immediately what is good to save; Paul Fredricks will contact Winty about it. Paul added that since Hannaford did an archeological study, he did not expect much to be found.

The Committee thanked Andrew Pope for his time and presentation.

UNDERGROUND ELECTRIC: Chairman Paul Fredricks said that the Committee needs to go back to advisors John Kuhn and Doug Strawinski, to ask them to put together a proposal for underground electric line installation, including supplies. The Committee will try to raise the money, but can not plan fund raising without a clear idea of the cost and a budget.

Rosemarie Zengen asked why the underground electric installation was not in the original bid proposal. Councilman Harry Colgan replied that with grant figures, a municipality applies for the maximum amount available, and the cost of including the underground electric would exceed the amount available in the two grants for the roof and exterior restoration. Paula Schoonmaker further clarified the situation by adding that the Environmental Protection Fund (EPF) grant requires a Town match, which Wint Aldrich suggested could be covered by the appraised value of St. Margaret's Home. Informal appraisals calculated the value at \$450,000. The grant proposals went out for that amount and were approved. To complete the grant, the

Town needed formal appraisals; these came in much lower, at \$200,000, due to deed restrictions on the property.

Rosemarie Zengen asked why underground installation is needed now, as there is already electric service. Harry answered that the wires are attached to the building and are pulling the bricks out. Therefore, if the Town can get the money now, it would be best to run the underground service while the masons are working on the building, so that they can repair the bricks. Paula added that the architect had anticipated moving the wires underground, but would need bids. If they treat it as an emergency repair it will not need bids, and will cost less; the estimated cost would be \$1,800 for the materials and an electrician. Rosemarie Zengen said that she would ask a nephew who worked for Central Hudson to speak with Central Hudson about how they might be willing to help. She asked Chairman Paul Fredricks if she could have him call. Paul said yes, it would be helpful if Central Hudson could be encouraged to provide the materials; that would reduce the cost considerably. Rosemarie will have him call Paula.

REPORT ON STATUS OF CURRENT RENOVATION WORK: Paula Schoonmaker gave a report on the work already done/in progress.

- 1) Asbestos abatement and roof repair workers have removed a 4' area all around to expose the rafters and are finished with part 1.
- 2) The masons came and repaired two chimneys, but were asked not to do the wall yet.
- 3) The carpenter is working on the new rafters.
- 4) Next the roof repair workers will come back and finish the roof removal.

The rain has really held up work, but Paula reported that the contractors are doing a really good job. The architect has been there a couple of times; progress is good. The Committee thanked Paula.

Harry Colgan left at 4:45 P.M.

PLAN FOR ST. MARGARET'S HOME: Paul Fredricks said that the Committee needs to develop a plan from beginning to end. Without that, the Committee just can't raise the funds. He mentioned bathrooms, asking where to plan to put them. Paul said that he heard that it is possible to do bathrooms without making the second floor handicapped accessible. He added that to put them on the second floor would require an elevator, which would be difficult, and take away one room. He asked where to put the bathroom on the first floor, and suggested that the back porch be enclosed. Kathy Douris said that it has to be wheelchair accessible and all enclosed;

Paul said that it would be. Kathy said that in her work, she has had to deal with handicapped accessibility; at the next meeting she could bring all the regulations for design of handicapped accessible bathrooms. Paul mentioned that as a designated historic site, the Village Diner is not handicapped accessible. Rosemarie Zengen said that first the Committee needs historic designation requirements and bathroom requirements.

NEW BUSINESS

HARDSCRABBLE DAY: Rosemarie Zengen discussed plans for Hardscrabble Day on September 24, 2011. She is on the Hardscrabble Committee and reported that this year she has a concept to include the Tree Commission and have an ice cream social as a fund raiser for both committees. She proposes that it be on the north lawn of St. Margaret's Home and will ask Todd Baright about the property line. Rosemarie spoke with Patty Bowman about the fund raiser. Rosemarie will provide antique dishes and about 20 decorated tables; Patty will provide ice cream. Rosemarie added that she would propose having speakers about the significance of St. Margaret's and how it needs funds and why we need to protect trees.

Michael Brown asked how much money Rosemarie thought the Committee could raise selling ice cream. Rosemarie replied there would also be a request for donations. Paul Fredricks noted that he thought that the amount of money that may be raised is not as important as making people aware of St. Margaret's and what it is. He feels that this project will help achieve that, as there are too many people who still don't know anything about St. Margaret's. Kathy Douris suggested having a discussion of St. Margaret's put on PANDA. Paul said that one problem with PANDA is that the majority of residents do not have Time Warner cable. Further discussion of the ice cream social led to agreement that the project might not make much money, but is worthy for the recognition.

Rosemarie Zengen asked for a motion to approve the ice cream social and designate her as the coordinator. Paul Fredricks made a motion that the Committee join together with the Tree Commission to hold an ice cream social fund raiser to benefit both committees on Hardscrabble Day, with Rosemarie Zengen coordinating the event. Kathy Douris seconded the motion and it was approved by the members present.

FUNDRAISING: The Committee discussed other ideas for fundraising; Paul Fredricks will put together a list before the next meeting for members to review and add or subtract ideas. Rosemarie Zengen asked that she be put on the agenda for the next meeting for the ice cream social. Kathy Douris asked what she should do with the \$30 raised at Apple Blossom Festival. Paul told her to take the funds to Town Bookkeeper Debbie Marks; there is a separate fund set up for St. Margaret's.

ADJOURNMENT: The meeting was adjourned at 5:10 P.M.

NEXT MEETING: PLEASE NOTE DATE CHANGE. Wednesday, July 27, 2011 at 4 P.M.

Respectfully submitted,

Susan H. Ellis, Secretary