

Draft

ST. MARGARET'S COMMITTEE

Minutes of meeting

July 27, 2001

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

Other: Secretary Susan Ellis, Grant Coordinator Paula Schoonmaker

CALL TO ORDER: Chairman Paul Fredricks called the meeting to order at 4:04 P.M.

FUNDRAISING SUGGESTIONS: Paul Fredricks reported that he met with Michael Brown to discuss ideas for fundraising events and they drew up a list of suggestions. Paul explained that they were being presented to the Committee for review to discuss at the next meeting.

MINUTES OF THE JUNE 28, 2011 MEETING: The minutes of the June meeting were approved with a motion made by Rosemarie Zengen and seconded by Kathy Douris.

HANDICAPPED ACCESSABILITY: Kathy Douris reported on the requirements for handicapped accessible bathrooms. Kathy gave her background of running her business KD Builders with crews of at least 14 subcontractors, taking OSHA classes and years of construction experience, including DRA Imaging facilities.

She noted that bathrooms require a 60" turnaround for wheelchairs. Rosemary Zengen asked if the specifications could be typed up by the secretary, so that they would be official; Kathy replied that they would be in the minutes. Handicapped bars for the towels are required to be one adjacent on the side wall. The bar can be 48", with a maximum reach of 60", and 39" – 42" off the floor. Toilet paper holders are to be 24" off the floor and 32" in from the back. A handicapped sink must allow access to a wheelchair underneath it. All faucets, the flush handle and the door must be paddled (levers). The mirror behind the sink must be canted (leaning forward.)

Kathy added that the building must be ramped 1/4" per foot rise. The second floor if not handicapped accessible, must have an elevator. Paul Fredricks noted that St. Margaret's would not be required to have an elevator, but that there has to be a handicapped accessible bathroom on the first floor. The Committee needs to consider what will be cost effective.

ROOF RESTORATION WORK: Kathy Douris reported as liaison to the construction group with John Kuhn. She said that she has observed many children playing on the St. Margaret's Home property, especially on Sundays. She noted that workers on the restoration have not been wearing hard hats and are often wearing shorts and sneakers. While it is understandable that the workers are trying to deal with the summer heat, Kathy said that it is against safety regulations. Rosemarie Zengen asked who the contractor is; Paula Schoonmaker replied that Ken McShea is the carpenter.

Paul Fredricks said that he would speak with John Kuhn and Doug Strawinski to ask how they are handling liability. Paul will bring the issue to the attention of the contractors and bring notes to Doug as questions. Kathy Douris said that the construction group should make sure that the scaffolding is secure.

Kathy asked for a specific estimated date of completion of the roofing project, as it seems to be taking very long. There have been delays due to the weather. She added that one day when she came by, the door was open and no one appeared to be watching St. Margaret's Home. Paul Fredricks said that St. Margaret's Committee could ask the Town about fencing, but there is no money.

Michael Brown said that the State Police will not monitor the property unless signs are visible, but suggested that the Dutchess County sheriff's might. Rosemarie Zengen noted that she has spoken with members of the Village of Red Hook police, who said that they will watch the property. Paul Fredricks will ask both departments.

HARDSCRABBLE DAY - ICE CREAM SOCIAL: Rosemarie Zengen reported that St. Margaret's Committee will hold an Ice Cream Social on Hardscrabble Day, September 24, 2011. Rosemarie will arrange with Dr. Verrilli to have his antique cars parked in the lot at Holy Cow. She proposed that tables be set up on the north lawn of St. Margaret's and that the Committee sell tickets for \$10 per adult and \$5.00 per child. She noted that Patty Bowman does not want money for the ice cream. Rosemarie had suggested a 50/50 split between St. Margaret's Committee and the Tree Commission. Linda Keeling has worked on a grant for the Tree Commission, which has been awarded about \$8,000, so Tree Commission Chairwoman Nancy Guski said that St. Margaret's Committee should take more or all of the proceeds. Rosemarie said that she didn't feel that would be right. Rosemarie added there would be an auction, and that Lance Lavender offered to provide live music. Kathy Douris suggested a white elephant table.

The Committee discussed the hours for the Ice Cream Social, and Rosemarie suggested 1 – 4 P.M. Paul Fredricks thought that the Ice Cream Social should start at 12 P.M. Rosemarie proposed starting with the speakers - Village Mayor Ed Blundell, Tree Commission Chairwoman Nancy Guski and St. Margaret's Committee Chairman Paul Fredricks. Rosemarie said that she would have tickets done for the next meeting, so that Committee members can sell them in advance. Rosemarie will set the time at the next meeting after some research on what else will happen that day.

Paul Fredricks said that he wanted to do something with orange caution tape and stakes to separate the Social from St. Margaret's Home so that people wouldn't go up to the building. Committee members discussed what would make a suitable and attractive barrier. Paula Schoonmaker said that she did not know what the status of the construction work would be by Hardscrabble Day. Rosemarie Zengen said that there would be some barrier in place for the day. Paul Fredricks then added that it would be nice to be able to walk people past the building to see the progress of the renovations. Paula said that it might be at a suitable stage. Paul wants to have a sign about St. Margaret's with a blow-up of the building to increase recognition; he stressed the need to make people aware of the Home and what the Committee is doing. Rosemarie asked Paul if he could take care of the sign and brochures; he will work with Michael Brown. Paul will check with Building Inspector Steve Cole about the proper size for a sign. Linda Keeling suggested getting another group to help with the sign.

Rosemarie Zengen asked if the Committee could put up a thermometer. Paul thought that a thermometer would not serve the purpose of informing about the building. Rosemarie will ask the Committee to sell tickets, help man the booth, etc. Rosemarie will work on advertising the Ice Cream Social; she will ask Dick Wambach to put notice on the Town website.

Checks for the event will need to be made to the Town of Red Hook with a notation of St. Margaret's Committee. Paul Fredricks suggested doing memberships for a "Friends of St. Margaret's Home" group. The Committee discussed details and fees for membership, and that it would benefit the Committee by creating a list of contacts. Paul asked Committee members to think about memberships and doing a card.

AUGUST MEETING: The August meeting of St. Margaret's Committee will be changed to **Wednesday, August 17, 2011**. Paul will get the date on the Town calendar. Otherwise the regular meeting will be on the 4th Wednesday of the month.

RESTORATION CONSTRUCTION REPORT: Paula Schoonmaker, Grant Coordinator, gave a report on the status of the construction work. The carpenters are working away, though they have had to take time off due to the heat. When they finish the rafters, the roof removal people will come back for a day to remove the rest of the roof, and Paula hopes that the new roofing work can be finished by the middle of August.

Paul Fredricks asked what happened to Andrew Pope. Paula asked Building Inspector Steve Cole to speak with Andrew, and to make a list of the safety requirements. Paula asked if Andrew Pope wasn't supposed to check on Scout insurance. Paul said that he thinks that it is resolved. Paula added that one other issue that needed to be checked was where the dumpster would be taken and the policy for disposal of anything with lead paint, information that the Scouts need. She said that advisor John Kuhn was supposed to do that. Rosemarie Zengen noted that she had just seen John Kuhn, who told her that Town Attorney Christine Chale had put a stop work order on the project. Paul Fredricks said that the Town Attorney was correct to do that; she should have been consulted before the project was started.

Linda Keeling expressed concern that the minutes said that anything of historical nature found during the demolition project should be preserved. She asked if Andrew Pope has the knowledge to decide what is historical. Paula Schoonmaker replied that Stacey Matson Zuvic of the State Office of Parks, Recreation and Historic Preservation (NYSOPRHP), acting as grant coordinator, and who had to give clearance for the project, has already specified what needs to be kept.

Michael Brown asked if the restoration project included insulating the roof as the roof is being replaced, or what else is being done about energy conservation. Paula Schoonmaker said that she asked Stacey Matson Zuvic that question, and was told that the architect said that the insulation should be installed inside after the roof is replaced. Michael further asked if there would be requirements that any future contracts would be done with energy conserving measures to make it a green building. Paula replied that there have been efforts to include it with the grants; Michael added that it should be one of the Committee's efforts

Linda Keeling asked about the \$1800 needed for the underground electric – whether or not the money is available. Paul Fredricks said that the Committee does not have that money, but the project will be done when the Committee gets permission from the State. Paula Schoonmaker noted that it is being worked on; she just sent photos to the State to show that the area had already been disturbed during the construction of Hannaford's Supermarket. Linda asked if the Town is required to have an archeologist present when the trench is dug. Paul replied that that work has already been done.

The meeting was adjourned at 5:35 P.M.

NEXT MEETING: *note date change!* Wednesday, August 17, 2011 at 4 P.M. at Town Hall

Respectfully submitted,

Susan H. Ellis, Secretary