

**Minutes for the Town Hall Renovation Committee Meeting of November 15, 2022**  
**Approved Tuesday, January 17, 2023**

TOWN OF MASON  
TOWN HALL RENOVATION COMMITTEE  
MINUTES OF THE NOVEMBER 15, 2022 MEETING

A meeting of the Town Hall Renovation Committee (“Committee”) of the Town of Mason was held on Tuesday, November 15, 2022, at 5:15 p.m. at the Mason Town Hall.

The following persons were in attendance for all or a portion of the meeting:

Committee Members: Jim Dore, Darryl Ellis, Connie Lacasse, Pam McGinnity, and Ken Rafter.

Kathy Chapman as a representative of the Mason Energy Commission

The following Committee members were absent: Wally Brown, Barbara DeVore and Marty Milkovits

**Approval of Minutes**

The Chairman inquired whether there were any comments with respect to the draft minutes of the October 18, 2022 meeting. After a brief discussion, and on a motion duly made by Ken Rafter and seconded by Pam McGinnity, the motion unanimously passed:

Resolved: that the minutes of the October 18, 2022 meeting of the Town Hall Renovation Committee are hereby approved.

**Committee Funds**

Jim reported that Brenda, the Mason Accountant, informed him that we had \$240 in receipts from the town wide yard sale held on October 22<sup>nd</sup> and \$80 from donations and the sale of Mason Tote bags on Election Day November 8<sup>th</sup>.

Jim also reported that Brenda informed him that she and Martha, the Trustee of the Funds, were going to go through the receipts during the past two years to determine the amounts of receipts deposited into the Renovation Committee Bank Account that had not previously been approved by the residents via a warrant article and move those funds back to the General Fund. They will then create a warrant article for consideration at the next town meeting to authorize those funds to be moved back to the Renovation Committee’s account.

Lastly, Jim reported that Brenda had confirmed to him that \$6,000 had been encumbered during 2021 for building repairs and maintenance of the Town Hall.

**Foundation Work**

No update since our last meeting and as this will not be undertaken until after the ground thaws and dries in the spring, we won’t have an update on this project until late spring.

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**Windows Project**

This project is on hold pending the roof renovation based on Marty Milkovits' recommendation that the roof be a higher priority.

**Roof Project**

Marty was unable to make the meeting and Ken said that they had not been able to connect on the roof plans. Ken indicated that have actual plans for the roof would be helpful and Jim indicated that as far as he knew those plans were never designed as no decision had been made as to which of reconstruction option to choose. Ken Rafter indicated that he would take the set of the roof documents previously distributed to discuss with Marty before the next meeting or at the meeting if they could not speak before then.

A general discussion of the project followed, with Jim mentioning that perhaps depending upon which option would be decided that we break up the roof project like we did with the foundation project. It would be easier to secure funding and still maintain momentum for the renovation.

We might be able to fund an initial phase which would take out the second floor cafeteria and open up the ceiling. We may or may not wish to install a new ceiling to conserve energy but that could be decided later when we proceed with the roof which might benefit from the opening of that ceiling and removal of the weight placed on the roof which was estimated to be 18,000 pounds.

We then discussed the fact that the assessment and evaluations of the roof situation indicated that no determination could be made as to whether or not the problems with the roof began prior to the installation of the second floor with the added weight or because of the second floor's added weight. In light of that we might want to take even more weight off of the structure. One possibility mentioned in the report was installing a metal roof as a replacement which would eliminate approximately 50% of the weight of snow on the roof. It was mentioned in the reports reviewed that this might be approved by the state and still qualify for state funding but that we should seek approval with justification of the need for the metal roof prior to a final decision being made.

**Grant Activity**

No Updates.

**Publicity & Events**

**Town Wide Yard Sale**

Barbara DeVore was not able to attend the meeting and will update us at the next meeting on how the organization, management, processes etc. went with an eye towards improvement, if possible, for future such activities. It was reported that we received \$240 from the sale.

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**Info. Table at November General Election**

Wally and Barbara setup an information table at the November General Election which took place at the school on November 8<sup>th</sup>. It was staffed during the election by Pam McGinnity, Barbara DeVore, Connie Lacasse and Jim Dore. We sold 3 of the Mason Tote bags, received several additional donations for a total of \$80 raised.

**Newspaper Articles- and other promotion**

No updates at this meeting were discussed.

**New Business.**

Pam informed the Committee that she and Martha were looking into holding a craft fair at the Town Hall in November and would make the necessary contacts for approvals and coordination to do that.

**Next meeting:**

Discuss cancelling the December 20, 2022 meeting due to the holidays and scheduling the next meeting for Tuesday January 17, 2022 at 5:00 PM at the Town Hall. After a brief discussion it was decided to cancel the December meeting.

**Meeting Adjournment**

There being no further business before the committee, Jim asked for a motion to adjourn the meeting at 5:35. On motion duly made by Pam McGinnity and seconded by Ken Rafter, all of the Committee members present then voting, it was unanimously resolved to adjourn the meeting.