

Groton Community Club
November 9th, 2017 Meeting Minutes

The meeting of the Groton Community Club on November 9th, 2017 was held at the Upper Valley Grill in Groton, VT.

Attendance for the meeting: Peter Lyon, Donna Robinson, Kathleen Lamberton, Bill Kane, Deane Page, Bing Page, and Dan Robinson.

Meeting was called to order at 7:00pm. Peter said there would be no reading of the minutes from the previous meeting because Diane was not in attendance.

Deane said we should move on to the Treasurer's report.

Kathleen read her report into the minutes: as of October 23rd,

Income – January 2017- October 31, 2017:	\$5920.23 (donations/ticket sales)
	\$3.39 (interest earned)

Total Income:	\$5923.62
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Expenses- January 2017-October 31, 2017	\$1,000.00 (scholarships)
	\$100.00 (lights, gourds, decorations- foliage festival)
	\$600.00 (Library programs)
	\$626.00 (Red Tea Kettle -flowers)
	\$165.00 (Bridge Weekly- ads)
	\$250.00 (Fall Foliage entertainment)
	\$315.00 (Calkins Toilets)
	\$295.26 (Mary Grant- supper supplies)
	\$555.00 (Four Corners – produce)
	\$1775.87 (McAuley Foodservice- chicken)
	\$539.28 (Pete's Rubbish Removal)
	\$0.00 (Upper Valley Grill- groceries) awaiting invoice
	\$124.00 (GUMC men's group- advanced breakfast ticket sales)
	\$75.00 (NEK Festival- brochures)
	\$58.92 (Lowe's- sign brackets)
	\$21.34 (Dead River Propane)
	\$161.00 (Andersen sign)
	\$4.55 (WalMart- envelopes/ paper)
	\$49.00 (USPS- stamps)

Expenses:	\$6742.94
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Kathleen added that the total cash on hand is: \$10,067.97

Deane asked if the Upper Valley Grill invoice was ready, Kathleen said no, but she could look up last year's invoice to give a rough estimate of what we could expect. The 2016 invoice was \$1586.49. Our only major increase over last year was the cost of Pete's Rubbish Removal. Donna added that the reason was that the cost is determined by weight.

During the prep for the Chicken Pie Dinner, she was taking trash out to the dumpster and noticed that there were pedestal mounted waste receptacles in the dumpster. The pedestals still had the concrete they were set in on them making them extremely heavy. Peter said he had the beginning of that story. He had asked Mark Shalberg if he could get rid of them, because they were laying around by the handicap ramp for the gym. Mark said he needed Mary Grant's approval. Peter said he called Mary and she said yes, get rid of them. So Mark must have had someone help him put them in the dumpster.

Peter added that one of the Community Club's goals is to try to pay external expenses through donations as much as possible. This year, advertising, decorations, and music totaled a little over \$600 and was covered by \$645 in donations. These donations come from Washington Electric Coop, Wells River Savings Bank, Artesano, and the United Methodist Church.

Deane moved to accept the Treasurer's Report, Dan Seconded the motion, and the motion passed unanimously.

Peter asked if we had any outstanding scholarships, Kathleen reported that we had 5 anticipated for 2017, according to an email with Jody Hart, and we have paid 4 of them to date.

Deane asked if we had any communications, Kathleen reported that we had 2 thank you notes for scholarships, one from Paige Perkins and one from Emily Hart.

Peter reported that he and Diane had received a note from Lisa Hart, Town of Groton Treasurer asking the Community Club to pay for "stay mat" that was put down at the entrance of the field used for parking during the Fall Foliage Festival. Peter replied that we wouldn't pay for it, but would expect donations to pay for it. Kathleen said that was good to know, because Brent Smith told her it was up to the Community Club to pay for it. Peter said that Brent would need the Community Club's approval. Peter went on to say that the idea was a good one. Bob Ricker, who had taken over parking for Milt Lambertson saw Brent and asked if there was any way of getting something put down to help vehicles get in and out of the field easier. With no mention of expense at the time, Brent would need to address that with the Community Club.

Peter also reported that he and Diane had a note from Lisa Hart asking if the Community Club would pay for flags for downtown. Dean asked if they were American Flags. Kathleen said she believed that they were "town" flags similar to the small banner welcome signs in Woodsville. Peter said the note he got didn't specify. Peter asked Kathleen to get a detailed proposal from Lisa to include design, cost, number of flags, mounting hardware and which poles, when they would be used, a picture if possible, and any other information that would be helpful in making a decision.

Deane moved that The Groton Community Club have Fall Foliage Festival and Chicken Pie Supper on the 1st Saturday in October, 2018 (October 6th, 2018) Donna seconded the motion. The motion passed unanimously.

Bill reported that he had seen this year's Christmas tree and it is a good looking tree. It's up on West Gloucester Road, Tristain Vaughan will transport it and set it up, Bill said he just has to get it out which he is working on. Emil Bedard will decorate the tree as he has in the past. Bill said he's planning on just after Thanksgiving to have it up. Dan added that he and Donna will be doing small trees in front of downtown businesses and the Library and light them to match the lights on the large tree, hoping it will

add a little more seasonal spirit to the village. Peter thought that would be a wonderful idea. Bill concurred and said to just make sure to use the clear bulbs and suggested Ocean State Job Lots as a source.

Dan reported that he would like to re-print the Chicken Pie Supper take out tickets and donate the cost of the re-print. After reviewing the proof that was circulated, Bill made a motion to approve the ticket re-print and Deane seconded the motion. The motion passed unanimously.

Dan briefed that he had attended a meeting with Mark and Lise Shalberg and Linda Nunn to discuss the gym rental agreement and renting of tables and chairs. Dan said that he understood that any tables and chairs belonging to the Community Club were not rented for use outside of the gym and that coordination with the Community Club had to be made to get them out of the Community Club's storage room. Mark had suggested that the Town should have a set amount of tables and chairs that were rented and only those would be rented. Dan said that anyone needing to use the Community Club's tables or chairs should contact the President (Peter) and either he or Dan would go down to sign them out and sign them back in so that they would be accounted for and checked for damage. Peter agreed that was a good plan.

Dan also briefed that he, as the Chairman of the Community and Economic Development Committee, had added to the minutes of their last meeting a motion that requested that the Town purchase a commercial LP range and commercial refrigerator for the kitchen to replace the two electric ranges and residential fridge currently in use. The motion also asked for the drain to be replaced, sanitary panel installed by the sink, walls painted and a room divider installed between the kitchen and outer area. This would make the kitchen more user friendly and safer. The commercial appliances would be moved into the new kitchen once constructed, and the residential LP range and fridge would remain for small scale use of the downstairs kitchen.

Donna added that the Community Club needs to purchase a mop and bucket to use in the kitchen during fall foliage. None of the buildings cleaning supplies were available, making it difficult to maintain a clean and safe work environment for the adults and BMU students that were helping during the chicken pie dinner.

Peter briefed the process he used to gather contractor names to ensure we had three or more bidders for the Community Building Gym basketball backboard replacement. In order to get bid packets to qualified contractors, he approached the athletic directors of BMU, Spaulding High School, and Essex school system. We got recommendations from Spaulding and Essex and found one in East Barre. We ended up with 4 prospective bidders on the project, and one installer. As of the closing date, we have received 2 bids, One from Lajeunesse Interiors and one from Groton Timberworks. The other bidders have been in contact requesting measurements and structural information, but did not submit a proposal. Peter added that we should open the bids and see what we have, make a tentative decision pending any other bid that was late in the mail and hold a second meeting to ratify our decision.

Dan opened the bids and read them into the minutes.

Lajeunesse Interiors:

Total Materials - \$4500.00

Installation - \$3000.00 (add \$1000.00 if staging is used)

Lift Rental - \$1350.00 or \$900.00 for staging if lift can't be used.

Optional Safety Strap - \$450.00

Groton Timberworks:

Groton Timberworks provided a bid for installation only.

The Bid includes removal of the existing backboard and supports and installation of the new retractable system excluding electrical work (if required) - \$2750.00

Round Table Discussion:

We have donations for this project,
\$500 from BMU,
\$1500 from the Groton Rec Committee,
\$50 from Jon Gardner
\$1500 from the Community Club
\$3500 Grant

Neither bid includes electrical work if needed. We would have to get estimates for an electrician. Groton Timberworks installed the supports and infrastructure according to the engineered plan. This should enable them to complete the work without any major removal of the existing ceiling. Groton Timberworks has the lift/staging required, no rentals needed. Would Lajeunesse be willing to supply the required equipment and allow us to accept Groton Timberworks bid to install it? This would reduce the project cost significantly. Dan suggested researching online for options to purchase the equipment, Peter said he would prefer to make the purchase with someone familiar with the equipment and the project and all agreed. Peter ran through the numbers if this option were chosen, \$4500 equipment, \$450, safety strap, and \$2750 installation, totaling \$7700.00. Peter agreed to present our proposal to Lajeunesse to ask them if they would order the equipment and report back to the Community Club so we can make an official selection. Deane asked what our next step would be if Lajeunesse isn't willing to order the equipment. Kathleen suggested that would go shopping for a supplier.

Kathleen moved to have another meeting to officially award the contract on Friday November 17th at 7pm at the Upper Valley Grill, Dan 2nd the motion and the motion passed unanimously.

The meeting adjourned at 7:35 pm

Respectfully Submitted
Dan Robinson