

**Town of Lebanon
Board of Trustees for the
Jonathan Trumbull Jr. House Museum Board LLC
MINUTES
REGULAR MEETING
Tuesday, August 27, 2019 at 4:00 p.m.
Town Hall Upper Conference Room**

Present: S. Martin, M., P. Hedwall, D. Moore, T. Smith
Absent: M. McCaw, L. Hogan Ruckdeschel

1.0 The meeting was called to order at 4:04 pm

2.0 Minutes. Discuss and act on:

2.1 (/Hedwall/Moore) made a motion to accept the June 24, 2019 Special Meeting Minutes as presented. All approved.

3.0 Old Business. Discuss and act on:

3.1 Review Finance reports - no new reports received

3.2 Status of Minor Repair Funding Request -

(Hedwall/Moore) made a motion to approve the invoice from Funds to come from Minor Repair Funding Request Funds administered by the Lebanon Historical Society. All approved.

(McCaw/Moore) made a motion to approve the invoice from Floor Covering Shop, Inc. for \$1225 to replace the bathroom floor with vinyl sheet floor to match kitchen floor and to finish with 1/4" molding for payment. Funds to come from Minor Repair Funding Request Funds administered by the Lebanon Historical Society. All approved.

(Martin/Smith) made a motion to approve an invoice from Carboni Plumbing for \$224.63 for reinstallation and new parts for the toilet to be replaced after the new floor was installed. Funds to come from Miscellaneous Repairs Account 215-00-015-5320-0000 administered by the Town of Lebanon. (Town no longer had handyman to assist.) All approved.

General Builders will perform stairwell plaster repairs September 23 to 26, Monday through Thursday. The doorways into the upstairs and downstairs off the entry way/stair landing will be sealed and workers will access the stairwell via the front door. Ross Tine/General Builders will be only person to enter building to turn alarm system on and off. S. Martin is available to help with oversight. Discuss with M. McCaw.

3.3 Status of Isaac Fitch Woodwork and Storage: Pictures of the Fitch Woodwork are stored at the Lebanon Historical Society. The Jr House needs a copy of these pictures too for our files and future reference needs. (Martin/Hedwall) made a motion to approve the expenditure of up to \$50 for a thumb drive from the \$144 cash donations/purchases in the possession of S. Martin. All approved. Drive will be given to LHS who has agreed to copy files to drive.

D. Moore further discussed that we need to also print two full copies of the woodwork for recording measurements and other details when we move it to better storage. Also, we should ask Tom/West River if he took any notes.

S. Martin to research cost of "photo book." A bound book of pictures with a blank page accompanying each picture. Easier for notes and recording. Need to contact Tom at West River

Restoration and pick dates when it is not hot or raining and most of Board can attend. Also, need to ask Tom if we need any types of tables/supports for the woodwork.

(Hedwall/Martin) made a motion to add "Status of the Pianoforte" as 3.4. All approved.

3.4 Status of Pianoforte – P. Hedwall agreed to take the lead on this project. She will contact Artisanal Piano Repair/Norwich to first see if we can repair the mechanical, playing parts of the pianoforte. Then, address restoration of wood casing/casters etc. with Fallon and Wilkinson.

4.0 New Business. Discuss and act on:

4.1 Reimbursements – none

4.2 Invoices to Pay – covered under Status of Minor Funding Request above

4.3 Status of House and Grounds –

a. Weeds in stone walkways and driveway-weeds will die in a few weeks. What can we do in the spring to avoid this growth again?

b. U/V Film for upstairs window is going to be ugly. Can we consider shutters just for this window? Will illustrate the use of shutters during the 18th century. Need to research cost of making/installing. Ask Tom/West River Restoration when speak with him about Fitch Woodwork.

4.4 Gingko Tree Maintenance – not completed by Town. Check with M. McCaw. S. Martin and D. Moore still want to get three maintenance plan estimates for the tree because it is very important to our Board. Research more.

5.0 The date of the next Regular Meeting is September 24, 2019.

6.0 (Moore/Smith) made a motion to adjourn. All approved. The meeting adjourned at 4:56 pm.

Sherri-Ann Martin
Chairman and Secretary