

Town of Lebanon
Board of Trustees for the
Jonathan Trumbull Jr. House, LLC

Minutes
Regular Meeting
Tuesday, October 27, 2015, at 4:00 p.m.
Town Hall, Upper Conference Room

Present: Sherri-Ann Martin, presiding, Maggie McCaw, Tim Smith, Connie Tormey, Alicia Wayland

Absent: Pat Hedwall, Leigh Hogan Ruckdeschel

Also present: Kathryn Hurley, Gilbane Building Company, owner's representative

1.0 Mrs. Martin called the meeting to order at 4:01 p.m.

2.0 Election of officers.

2.1 Minutes of the Sept. 22, 2015 special meeting are unavailable due to a technical difficulty. First Selectman Joyce Okonuk called that meeting to order and called for the election of officers; action unrecorded because of the technical difficulty. For the record, the election action is repeated at this meeting. Motion (Wayland, McCaw) to nominate Sherri-Ann Martin as chairman was passed unanimously. Motion (Tormey, Smith) to nominate Pat Hedwall as vice chairman was passed unanimously. Motion (McCaw, Smith) to combine the offices of secretary and treasurer and nominate Alicia Wayland as secretary/treasurer passed unanimously.

3.0 Minutes

3.1 As discussed in item 2.1, Minutes of the Sept. 22, 2015 special meeting are unavailable due to a technical difficulty. This was the first formal meeting of the trustees of the Jonathan Trumbull Jr. House Museum, LLC. Mrs. Wayland will file the following notice regarding the minutes for the town web site and the town clerk: Minutes of this meeting are unavailable due to a technical difficulty. See the minutes of the October 27, 2015 regular meeting for the record of actions of re-approval taken by the trustees on certain items on the 9/22/15 agenda, including election of officers and payment of invoices.

4.0 Other business.

4.1 Re-approval of requisitions from Gilbane Building Company and General Builders, presented and approved at the Sept. 22, 2015 special meeting as follows:

Motion (Wayland, Smith) to re-approve payment of General Builders requisition #3 in the amount of \$10,545.00, funds to come from the grant for Phase II Renovations received from the Adams Town Memorial Fund, administered by the Lebanon Historical Society, passed unanimously.

Motion (Wayland, Tormey) to re-approve payment of Gilbane Building Company requisition #4 in the amount of \$6,758.00, funds to come from the grant for Phase II Renovations received from the Adams Town Memorial Fund, administered by the Lebanon

Historical Society, passed unanimously.

4.2 Re-approval of Change Order from General Builders presented and approved at the Sept. 22, 2015 special meeting as follows:

Motion (Wayland, Smith) to re-approve payment of General Builders Change Order dated Sept. 18, 2015 for emergency work on the electrical panel in the amount of \$420.15, funds to come from the Jonathan Trumbull Jr. House endowment fund, account #215-015-5820 passed unanimously.

4.3 Ms. Hurley provided an outline of upcoming work schedule. Nothing has happened over the last month because of windows and columns had to be manufactured to specifications. Windows have been confirmed for delivery to a store in Berlin by Nov. 2, to be picked up by General Builders and brought to Lebanon on Nov. 9. The columns are completed and will be picked up this week with work starting Nov. 2. Because the huge, overgrown rhododendron bush will interfere with the installation of the columns on the south side, the board instructed General Builders to cut the bush to the ground (it will grow back). The electrical work will start next week. She also reported on a heavy infestation of boxelder bugs in the SW parlor.

The board asked Ms. Hurley to research if there are any clean energy rebates for the installation of the new energy efficient windows.

4.4 Motion (Wayland, Smith) to approve payment of Requisition #5 from Gilbane Building Company in the amount of \$4,360.00, funds to come from the grant for Phase II Renovations received from the Adams Town Memorial Fund, administered by the Lebanon Historical Society, passed unanimously.

4.5 Reimbursements. Motion (Wayland, Smith) to reimburse Maggie McCaw the amount of \$78.00 for FedEx priority delivery of three copies of the Adams Town Memorial Fund grant application for Phase III Renovations, due Sept. 30 for distribution in 2016.

5.0 New Business

5.1 General Builders acknowledges overpayment of Change Orders #4 and #5 in the amounts of \$3,780.00 and \$10,500.00 that were paid from the grant for Phase I Renovations received from the Adams Town Memorial Fund and administered by the Town of Lebanon. General Builders will reimburse the town for this over-expenditure.

6.0 Motion (Tormey, Smith) to adjourn passed unanimously. Meeting adjourned 4:24 p.m.

Submitted by
Alicia Wayland
Secretary/Treasurer