

**Town of Lebanon  
Board of Trustees for the  
Jonathan Trumbull Jr. House Museum Board LLC  
MINUTES  
Regular Meeting  
Tuesday, August 28, 2018, at 4:00 p.m.  
Town Hall, Upper Conference Room**

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

1.0 The meeting was called to order at 4:16 pm

2.0 Minutes. Discuss and act on:

2.1 (MaCaw/Hedwall) made a motion to accept the June 19, 2018 Special Meeting Minutes as presented; unanimous approval.

(MaCaw/Hedwall) made a motion to accept the July 11, 2018 Special Meeting Minutes as presented; unanimous approval.

3.0 Old Business. Discuss and act on:

3.1 Review Finance reports and 2018/2019 Budget – M. MaCaw reviewed our endowment and its monthly income; reviewed budget. We will need a printer so will need to use funding from the Furniture purchase/repair funds.

3.2 Status of Phase V Funding Request – Completed

3.3 Status of Keeping Room Exhibit Case – Completed

3.3 Status of Isaac Fitch Room Installations – planning and funding requests to come

3.4 Status of Couch Upholstery – P. Hedwall to begin process for covering of couch

4.0 New Business. Discuss and act on:

4.1 Program planning for 2018 season – John Baron is in the process of installing the Colonial Revival Display. C. Brashears is planning an owner discussion for the public during the weekend of the Antiques On the Green of Sept 29<sup>th</sup>. The Miniature Portraits will remain until the end of season.

4.2 Reimbursements – none at this time

4.3 Invoices to Pay – (MaCaw/Smith) made a motion to release the final retainage payment for Mattern Construction of \$357.50, funds to come from the grant for Phase IV Renovations received from the Adams Town Memorial Fund and administered by the Lebanon Historical Society. Unanimously approved.

(MaCaw/Smith) made a motion to pay the final payments to Gilbane for \$5250, to Scepanski Roofing for \$13,900 and to Northeast Lightning Protection for \$1,500, funds to come from the grant for Phase V Renovations received from the Adams Town Memorial Fund and administered by the Lebanon Historical Society. Unanimously approved.

(Martin/Hedwall) made a motion to add the following items to the meeting:



- 4.4 Status of Chimney Monitoring
- 4.5 Precast staircase from ADA walkway to garage
- 4.6 Printer
- 4.7 Planning for Grant Request VI
- 4.8 House Maintenance Discussion

Unanimously approved.

4.4 DeSciscio provided an updated letter. The system has monitored the chimney masonry cracks for the period of March 23, 2016 to August 27, 2018 and no movement has been detected. The monitors will remain in place and be checked periodically to assure the stability of the chimney. The Certificate of Inspection is attached to these Minutes.

4.5 M. MaCaw has located a set Three Rise Bank steps, They have abutments on both sides to hold back the soil and are 21 inches H x 5 feet wide.

(Martin/Smith) made a motion to approve up to \$1000 for the steps to be purchased. This price includes delivery. Unanimously approved.

M. MaCaw will coordinate installation with Jason/Lebanon Town Hall.

4.6 Printer we have is not working. Print head jams up and the printing is very streaky. We need a new printer. S. Martin will work with C. Brashears to select new and appropriate printer to use at the House for printing.

4.7 Grant Request VI Ideas:

- create and finish Attic Servant/Apprentice Quarters
- ventilation system needed in Attic (no passive airflow system now)
- create Fitch display with clam shell cabinet piece/other for upcoming Fitch Woodwork use
- landscaping/planting
- replace furnace/HVAC work
- miscellaneous plaster repairs; plastering Attic
- look back at original Needs Assessment

4.8 House Maintenance:

Cellar:

Vents in cellar were not removed for the spring/summer and the cellar is damp. Who is responsible for maintenance? Town or us? We are not physically able to do many of these things. Need to review Opening and Closing Lists. S. Martin to share with Betsy Petrie to understand where we may need assistance.

Items to be completed in cellar:

- Identify piles of miscellaneous leftover lumber from projects
- S. Martin will remove doors and windows when temperature is less hot and humid
- Dispose of old paint cans – coordinate with Town
- M. MaCaw will remove modern door frames when temperature is less hot and humid

A formal thank you note will be sent by S. Martin to both Jim and Bob MaCaw who assisted in cleaning out the very heavy, old, rotting wood sills and saved us from termites and ants. Thanks also to Tim Smith, Maggie MaCaw and Candy Brashears for their assistance.

ALL ON/OFF Electrical Switch Programming is not effective for C. Brashears. She often only requires a couple of lights and would like us to change how the lighting is pre-programmed. C. Brashears will document and share with M. MaCaw so we can pursue changes.



This is Alder Bug season. Too many of the bugs find their way into the House. We need to treat the building as it is very distasteful when we have visitors. S. Martin to contact Town Hall.

5.0 The date of the next Regular Meeting is September 25, 2018.

6.0 (Smith/Hedwall) made a motion to adjourn at 5:07 pm Unanimously approved.

Sherri-Ann Martin  
Chairman and Secretary

\*\*DeSciscio Certificate of Inspection, attached.

# Certificate of Inspection

**The De Sciscio Construction CO., LLC**  
**Mason/General Contractor**  
**187 Quarry St**  
**Willimantic, CT 06226**  
**(860) 456-9523**  
**CT Lic. #0623698**

Report prepared for: August 28, 2018

Jonathan Trumbull Jr. House  
780 Trumbull Highway  
Lebanon, CT 06249

Fracture monitoring: March 23, 2016    August 27, 2018

Seven fracture monitors were installed March 23, 2016 in various locations throughout the basement area showing potential stress fractures within the masonry chimney structure. Throughout the monitoring period 4 measurements were taken over the scheduled time period. The goal was to determine if any of the present fractures would continue to spread through a minimum of 1 year period. From the initial measurement taken to the final measurement it has been concluded that there has been no movement within the structure. All results take into account for less than .5% +/- degree of error within the measurement taken.