

**Town of Lebanon  
Board of Trustees for the  
Jonathan Trumbull Jr. House Museum Board LLC  
MINUTES  
Special Meeting  
Wednesday, February 6, 2019 at 4:00 p.m.  
Town Hall Upper Conference Room  
MOVED to Jonathan Trumbull Jr House  
(Sign posted on Town Hall door)**

Present: S. Martin, M. McCaw, P. Hedwall, T. Smith, D. Moore

Absent: L. Hogan Ruckdeschel

1.0 The meeting was called to order at 4:06 pm..

2.0 Minutes. Discuss and act on:

2.1 (McCaw/Hedwall) made a motion to accept the February 6, 2019 Special Meeting Minutes as presented; unanimous approval.

3.0 Old Business. Discuss and act on:

3.1 Review Finance reports – none to review

3.2 Status of Minor Repair Funding Request – awaiting response.

When ready to bid out, M. McCaw will add the concrete step installation to the Gilbane Associates oversight contract to ensure they are installed properly and do not interfere with septic system. D. Moore may be able to assist with hand digging space.

3.3 Status of Couch Upholstery and Matching Pianoforte Cover –possibility of purchasing a cushion for the couch was discussed. S. Martin will get more information on possible cost. When reupholstered, Family Reupholstery of opinion that our 18<sup>th</sup> century couch would not have had a cushion.

P. Hedwall brought supports for center caster feet on new couch as floor is not level. They were placed under the feet which appeared to have already begun to settle.

3.4 Status of Pianoforte – need to contact Fallon & Wilkinson. M. McCaw to start research of how we begin repairing.

4.0 New Business. Discuss and act on:

4.1 Program planning for 2019 school groups are scheduled. Next LHS Consortium Meeting is on March 11, 2019. S. Martin will be out of town.

4.2 Reimbursements – none

4.3 Invoices to Pay – none

4.4 Directors' Job Description and Salary – We need to review the job requirements and discuss how we will move forward. The loss of Alicia Wayland has required that Candy Brashears/Director, put in more hours to meet our requirements as a museum. We need to review both hourly rate and total hours required. Continue discussion for next budget season.

4.5 Status of House and Grounds – T. Smith proposed we add lighting to show the Jr House sign more clearly. We are concerned with having lights on the House all of the time due to Green

development restrictions and requirements. Spot lighting could be installed for evening events and then removed. LHS does not have lighting on their signage.

5.0 The date of the next Regular Meeting is March 26, 2019.

6.0 Adjournment.

Sherri-Ann Martin  
Chairman and Secretary