

**TOWN OF EAST LYME
SMITH-HARRIS HOUSE COMMISSION
REGULAR MEETING MINUTES
Wednesday, JULY 22nd, 2009**

Present: Beth Hogan, Chairman, Carol Marelli, Rich MacDonald, James Littlefield,
Gary Lakowsky, Maggie Prokop

Also Present: No One

Chairman Hogan called the July 22, 2009 Regular Meeting of the Smith-Harris House Commission to order at 7:09 PM.

1. Delegations

Ms. Hogan called for delegations.

There were none.

2. Friends of Smith-Harris Report

Ms. Marelli noted that Mary Cutillo was unable to attend however she had provided her with some information to report to them. The Friends will be selling snacks at the Barnacle Concert on August 1, 2009 – basically soda and small snack items for people to purchase while attending the concert. It was also reported that they did fairly well at the Tag Sale.

Ms. Marelli said that the Friends would also like to 'age' the back kitchen wall and that they were looking for authorization to do this. She said that she would be willing to coordinate this project with the ceiling repair so that all of it could be completed in time for Heritage weekend.

****MOTION (1)**

Mr. Littlefield moved to authorize the Friends to take charge of the wall situation in the kitchen of the House.

Mr. Lakowsky seconded the motion.

VOTE: 6 – 0 – 0. Motion passed.

3. Ex-Officio Report

Mr. Wilson was not present and there was no report.

4. Agenda Additions

Ms. Hogan asked if anyone had any other agenda items.

****MOTION (2)**

Ms. Marelli moved to add to the agenda: Item 6.c. Concert Signs; Item 7.a. Correspondence and Item 8.b. Donations.

Mr. Lakowsky seconded the motion.

VOTE: 6 – 0 – 0. Motion passed.

5. Approval of June 24, 2009 Minutes

Ms. Hogan called for any changes, additions or deletions to the minutes of June 24, 2009.

****MOTION (3)**

Ms. Marelli moved to accept the Minutes of the June 24, 2009 Regular Meeting of the Smith-Harris House Commission as presented.

Ms. Prokop seconded the motion.

VOTE: 6 – 0 – 0. Motion passed.

6. Finance Report

◆ Status Update

Mr. MacDonald reported that as of July 15th that they had \$2500 encumbered.

Ms. Marelli said that she had seen that on their budget update and that the \$2500 was moved for utilities. She said that she would ask Ms. Johnson for an explanation as it appeared that it was being pulled for utilities in advance and they were not sure of why.

◆ New Reimbursements

Ms. Marelli reported that the sound system for Barnacle is being rented from Dan Dillon in New London who also services the school and others locally when such items are needed. He is familiar with what Barnacle needs and will get the equipment here. The cost for this rental is \$200.

****MOTION (4)**

Mr. Lakowsky moved to approve payment of \$200 for the sound system rental for the Barnacle Concert.

Mr. MacDonald seconded the motion.

VOTE: 6 – 0 – 0. Motion passed.

Mr. MacDonald asked if they would authorize spending \$25 for the renewal of the Five Rivers Consortium membership.

****MOTION (5)**

Mr. Lakowsky moved to approve payment of \$25 for renewal of the Five Rivers Consortium membership.

Mr. Littlefield seconded the motion.

VOTE: 6 – 0 – 0. Motion passed.

◆ Concert Signs

Ms. Marelli said that she had looked into signage for the Barnacle Concert so that people would be able to find them better. She said that they could have generic signs made for around \$40 each that they could use not only for the Barnacle Concert but for other events that they have at the House so that people would be able to find them. She suggested that they place them at the entrance to the road and the drive and on Rte. 161.

****MOTION (6)**

Mr. Lakowsky moved to authorize Ms. Marelli to purchase four (4) generic signs to be used for the Concert and other events that are held at the House.

Mr. Littlefield seconded the motion.

VOTE: 6 – 0 – 0. Motion passed.

7. Chairman's Report

Ms. Hogan said that she would continue in her discussions regarding the interest of Ashley Peterson to fill the vacancy on the Commission.

◆ Correspondence

Ms. Marelli noted that they had received a thank you from the Girl Scouts.

8. New Business

◆ August Rentals

Ms. Marelli reported that they do not have any rentals for August. They do have a request for a late October rental to hold a Craft Show in the barn on a Saturday. She said that she sent out the form to the person who requested it and that she would let them know when she receives it back.

****MOTION (7)**

Mr. Lakowsky moved to approve the usage of the barn for a Crafts Show in late October if the completed application is submitted.

Mr. MacDonald seconded the motion.

VOTE: 6 – 0 – 0. Motion passed.

The Commissioners noted that the recent wedding that was held at the House was a success and that the people left the area clean and neat and that some of the wedding party guests also enjoyed a tour of the House.

◆ Donations

Ms. Marelli reported that two (2) items had been donated to the House.

Mr. Lakowsky presented them with the first donation – a decorative cast iron fire screen which was original to the House and that was at one point removed from the House and later found and was now being given to the House. It is thought to have been in the front parlor as it is a highly decorative piece. More research will be done on where it originally was.

Ms. Marelli presented them with a donation of an original 'toaster' for the hearth in front of the fireplace – given to them by her sister.

****MOTION (8)**

Mr. Littlefield moved to accept both gifts to the House, the fire screen and the 'toaster'.

Mr. MacDonald seconded the motion.

VOTE: 6 – 0 – 0. Motion passed.

Mr. Littlefield said that he would send thank you notes to the respective parties for the donations.

9. Old Business

◆ Status Update from members on the "to do list 08/09"

This item was tabled for future discussion in light of more current projects requiring their immediate time and attention.

10. Committee Projects / Special Committees

◆ **Heritage Weekend - 2009**

Ms. Marelli reported that they have been meeting on Mondays at 10 AM at her office. She noted that they have been donated ad money from The Day. The Day will cover 70% of the cost of the ad and they will have to pay the remaining 30%. She said that they would be losing some of the acts that they had in the past due to previous engagements at other events. She said that they would still have a full program including cemetery tours, and possibly oxen and a cart and other 4H animals. The Victorian Lady was also mentioned. They are still figuring on staying within their budget.

Mr. Littlefield said that he would help Ms. Marelli line up the acts.

◆ **August Summer Concert – Barnacle**

Ms. Hogan noted that if they email the information to the Historical Society that they would get it out to more people,

Mr. MacDonald said that he had provided them with a copy of the flyer that they had put together.

Ms. Marelli said that they would have to set up at 10 AM on Saturday August 1. The Friends have said that they would also help with this as they have to set up the tents and move the chairs and the dining room table. She asked that they have the Barnacle flyer that Mr. MacDonald presented them with put up on the Town website (under the Smith Harris Commission section) and that a blurb also be posted for anyone visiting the website. The House will be open from 5 PM to 7 PM – prior to the start of the Concert for tours. The Friends will cover the snack stand. There was discussion on the lighting of the area as it is beginning to get darker earlier and it was suggested that they string the luminaries that they have along the drive.

Mr. Lakowsky volunteered to help Barnacle with their set up of equipment and the sound system and all members volunteered to be present to help with the House set-up and clean up after the Concert.

Ms. Marelli noted that the porta-potties would be delivered Thursday or Friday. The grounds will be open to the public beginning at 5 PM and they should plan on being there at 4:30 PM to make sure that everything is ready. They will designate where people can park for the event – in the Community Center parking lot or the school parking lot. The area where the House is will be left open for lawn seating and for the drop-off of anyone who may be handicapped.

Mr. MacDonald noted that when he and his wife attend concerts such as these that a 'hat' is passed for donations as these groups generally play for a fee and most people in attendance do donate as a gesture that they enjoyed the group and the concert event.

Ms. Marelli said that she would look for some 'hats' for this event as well as others.

Ms. Marelli asked Mr. Littlefield to write a thank you to the Boy Scouts for the picnic table that they gave to the House.

11. Outside Meetings & Events

◆ **Five Rivers**

Mr. MacDonald said that there was nothing to report.

◆ **Historical Society**

Ms. Prokop said that there was nothing to report.

◆ **Other items / events**

Mr. Littlefield reported that the event at Trumbull was nice and that while he was the only one who did not get a write-up, that he did have an enjoyable time as he was able to mingle and tell the other enactors the story of the connection between Wm. H. Smith and Jefferson.

12. Adjournment

****MOTION (9)**

Mr. Littlefield moved to adjourn the Smith-Harris House Commission Regular Meeting of July 22, 2009 at 8:20 PM.

Mr. Lakowsky seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

Respectfully submitted,

Karen Zmitruk,
Recording Secretary, Pro-Tem