

Smith-Harris House Commission  
Regular Meeting Minutes  
May 27, 2009

Present: Beth Hogan  
Carol Marelli  
Gary Lakowsky  
Maggi Prokop  
Richard MacDonald  
Jim Littlefield

Also Present: Paul McDonough

Chairlady Hogan called the May 27, 2009 Smith-Harris House Commission Meeting to order at 7:05 p.m.

1. Delegations. Paul McDonough presented the Commission with a 1975 sketch of the house by S. Voight. Mr. McDonough complimented the Commission on the beautiful job they have done with the house, and the wonderful activities they have at the house.

He was a member of the Board of Selectmen at the time the house was given to the Town. The plan was to demolish the house. He pointed out the historical significance of the house and fortunately the majority of the Board agreed with him.

2. Friends. There was no report from the Friends.

3. Ex-Officio Report. There was no ex-officio report.

4. Agenda Additions.

MOTION: Mr. Lakowsky moved to add  
as item 9 c. under Old Business,  
Gift from Paul McDonough. Seconded  
by Mr. MacDonald. (6-0) Unanimous.

5. Approval of Minutes. Ms. Hogan asked for additions, deletions or corrections to the April 22, 2009 Regular Meeting Minutes of the Smith-Harris House Commission.

On page 3, the first motion to be revised as follows:

“MOTION: Mrs. Prokop moved to reimburse Mrs. Medley for supplies for her presentation at the Middle School. Seconded by Mr. Littlefield. (6-0) Unanimous.”

6. Finance Report.

a. Status Update. Mr. MacDonald reported there is \$8,284.25 in the Smith-Harris House budget and \$494.13 encumbered.

Mrs. Marelli needs to purchase house supplies and asked that \$100 be encumbered for this purpose.

MOTION: Mrs. Prokop moved to encumber \$100 for house supplies. Seconded by Mr. MacDonald. (6-0) Unanimous.

Mrs. Marelli asked the Commission to encumber \$275 for Waltham Services for extermination costs. They will return once a month. The additional cost will be incurred by the Building Maintenance budget.

MOTION: Mr. MacDonald moved to encumber \$275, as previously discussed, for Waltham Services initial exterminating costs. Seconded by Mrs. Prokop. (6-0) Unanimous.

It was felt a new crown and post for the sign are needed.

MOTION: Mr. Lakowsky moved to encumber \$500 for a new sign and post. Seconded by Maggi Prokop. (6-0) Unanimous.

Portapotties are needed for upcoming events.

MOTION: Mr. Lakowsky moved to encumber \$790 for portapotties for upcoming events. Seconded by Mr. Littlefield. (6-0) Unanimous.

The Barnacle performance on August 1 will cost \$400.

MOTION: Mr. Lakowsky moved to encumber \$400 for the Barnacle performance. Seconded by Maggi Prokop. (6-0) Unanimous.

b. New Reimbursements. A bill was submitted from the Recording Secretary for a printer toner.

MOTION: Mrs. Marelli moved to reimburse the Recording Secretary for a printer toner. Seconded by Mr. Lakowsky. (6-0) Unanimous.

Mrs. Marelli reported the pipe and baffle for the bird houses were installed. Judy Aldrich reported to her that there were blue birds in the yard.

7. Chairlady's Report. There was no Chairlady's Report.

8. New Business.

a. Donation/Reimbursement for Kevin Johnson—Private Webb—Open House.

Ms. Hogan reported Kevin Johnson requested that a donation be given to the Connecticut Heritage Foundation for his presentation on June 13 from at 2 p.m.

MOTION: Maggi Prokop moved to approve a donation in honor of Kevin Johnson to the Connecticut Heritage Foundation in the amount of \$50. Seconded by Mr. Lakowsky. (6-0) Unanimous

It was felt the Friends should be asked to reimburse him for gas.

b. Barn/Rental Request June 2009—Final. Girl Scouts will rent the barn on June 1 from 3-7 p.m. Carol Marelli and Richard MacDonald plan to be at the house. The June 6 barn rental was cancelled.

Girl scouts will rent the barn on June 1 from 3 p.m. to 7 p.m., and June 17 from 5 p.m. to 7 p.m. Richard MacDonald and Carol Marelli will be at the house on June 1. Beth Hogan will be at the house on June 17. On July 11 from 6 p.m. to 11 p.m. there will be a wedding reception with approximately 100 attending. Gary Lakowsky, Beth Hogan and Maggi Prokop plan to be at the house.

MOTION: Mr. Lakowsky moved to approve rentals of the barn on June 1 and on June 17 for girl scouts and July 11 for a wedding reception, provided fees are paid and the necessary paperwork has been received. Seconded by Carol Marelli. (6-0) Unanimous.

c. Gift from Paul McDonough.

MOTION: Carol Marelli moved to accept the sketch that Paul McDonough so graciously gave to this Commission. Seconded by Mr. Lakowsky. (6-0) Unanimous.

9. Old Business

a. Member sign-up for summer tour hours at Smith-Harris House. Commission members signed up for summer tours at the Smith-Harris House.

b. Status Update From Members on the "To Do List 08/09. The library table has been moved to the dining room.

Mr. Lakowsky spoke to Ron Bence. The corn crib roof has been placed in the Building Maintenance Budget. An estimate has been received, and it will be done in the 2009-2010 budget.

#### 10. Committee Projects/Special Committees.

a. Heritage Weekend 2009. Heritage Weekend will be held October 3 and 4. The subcommittee will meet to discuss plans for it.

Beth Hogan agreed to mail fundraising letters.

b. Spring Clean Up Weekend. Mrs. Marelli reported the downstairs part of the house has been thoroughly cleaned.

c. June Open House Committee. Kevin Johnson will portray Private William Webb on June 13 at 2 p.m. Judy Aldrich will work in the garden. The Friends will provide light refreshments. Cooking will be done in the house. Commission members were asked to wear costumes. Guidebooks will be available for all guides.

d. Joint Project with Historical Society. Mrs. Marelli is waiting to hear from Marvin Schutt regarding this matter.

e. Programming. On August 1 Barnacle will perform.

#### 11. Outside Meetings

a. Five Rivers. Mr. MacDonald had nothing new to report on Five Rivers.

b. Historical Society. Mrs. Prokop reported the 350<sup>th</sup> anniversary of the Thomas Lee House will be held on September 11, 2010.

The Annual Meeting will be held on June 5 at 6 p.m. Those attending are asked to bring a picnic lunch.

The Rotary is looking for a partner for its Gold Raffle.

The Thomas Lee House will be open from Wednesday through Sunday from 1 p.m. to 4 p.m.

Mr. Waterman reported to her that 201 children participated in the fourth grade program. Flanders School Parent's Group would like to plan an event at the Lee House.

The Waterford Historical Properties Commission will make a presentation "Place Matters" on May 28 from 7 p.m. to 9 p.m. at the Waterford Library.

c. Other Items/Events. There was no discussion of other items/events.

12. Adjournment.

MOTION: Mr. Lakowsky moved to adjourn the Smith-Harris House Commission Regular Meeting of May 27, 2009 at 8:45 p.m. Seconded by Mr. Littlefield. (6-0) Unanimous

Respectfully submitted,

Frances Gheri, Recording Secretary