

Property Coordinator Update
June 5, 2014

Bulletin Boards in the Community House

Betty Ann has volunteered to help with these.

Health Department Inspection

I have ordered the items (sanitizer tablets & test strips, and thermometers for refrigerators, freezers and oven) required. When they all arrive, I will contact the town hall for a re-inspection. This inspection needs to be done before the Theater Camp and Book Fair happen, which should not be a problem.

Use of the Buildings by Others

Mary Derbyshire is continuing to have decreased attendance at her exercise classes and has decided she needs to go down to only 2 classes a week. (When she first started holding them in the Community House 14 months ago she had 6 a week) I thoroughly enjoy her and her students, and besides the decrease we'll notice on the income side of the budget, I'll miss the liveliness in the building!

In addition to the usual use of the buildings, 2 NEYM Youth Retreats plus 1 NEYM Young Adult Retreat, a baptism and reception, and the Westport River Garden Club's annual plant sale were all held at our Meeting in the month of May. It's been a busy month, with a lot of time required to just keep up with the pre and post cleaning, replenishing of water and paper supplies, trash removal, and pre-event communications.

The Brownie Troop, led by Eliza Miley, finished up their program year. Eliza sent me a kind email expressing their gratitude for the weekly use of the building.

The Theater Camp begins June 26 and runs until Aug. 1. Ed Swidey, the camp director, and I have been communicating about a number of details. It's complicated, but I trust it will all work smoothly.

I have not had many other inquiries for use of the buildings in the summer. I am beginning to get them for the fall, however, particularly for some other organizations in town such as The Trustees of Reservations and the Historical Society.

Capital Planning Committee

Monthly Meeting for Business approved a working sub-committee comprised of members of Finance and Property to meet and draft a 5 year plan. Buddy & Greg (Finance) and John McGonigle and I (Property) are scheduled to meet on June 8 to get this process started.

Water

It has been a year since the new well was installed, and the water still has a great deal of soot in it. All tests routinely run by Analytical Balance come back FINE, but the color and taste are not optimal. I will call American Well and inquire about solutions and bring options to Property Committee and MMfB.

Plumbing

I am in touch with Clyde Cottingham about repairing the broken toilet fixture in one of the bathrooms as well as the leak in the bathtub faucet. Hopefully this will get done within the week.

Chairs & Tables

Greg has offered to donate to Meeting a number of chairs and tables that his company no longer needs. We are gratefully going down the list, checking it twice, and deciding which things will be useful for us to take – particularly a number of stackable chairs to replace *some or all* of the metal folding chairs currently falling over in the room by the stage! A few tables will be added to the book fair collection in the pod and a few to the basement for “Buddy’s” stuff (media, puzzles and children’s toys also sold at the book fair). Thank you, Greg!

Painting the Bathrooms: I did not do a very good job of presenting the proposed yellow color for them – I should have primed the wall white and put a good coat of yellow on in order to see it properly – but there were enough Friends who expressed their dislike of yellow paint in bathrooms *in general* that Property Committee and I have decided to go with a “pleasing white.” Jen Moura has given us a color. I hope to get this job done before the Theater Camp starts. Thanks to Jen for her patience and expertise here.

Outside Yard Work

I trimmed the shrubs and weeded around the ramp and front of the Community House.

Kevin has offered to head up a volunteer crew that will trim the rhododendrons as soon as the blooms are gone, take down the leaning birch tree in the Peace Garden, and trim a number of trees with dead branches from the past extreme winter.

Cynthia Brenner has offered to once again, weed the Peace Garden throughout the summer.

I disposed of the wooden bench in the Peace Garden which was rotted and dangerous to sit on, feeling grateful for the many years it offered a spot of quiet and refuge.

Other Misc. Repairs and Upgrades

Community House Windows: We have an estimate on replacing them. Any further action on this project is on hold until after the Capital Planning Committee meets.

Community House Outside Trim Painting: We also have an estimate for this work. Again, plans are on hold until after the Capital Planning Committee meets.

Meeting Bench Paint Touch-up: This ill-fated project, started after the cracked bench was repaired, has been frustrating. It has been exceedingly difficult to get the paint color matched. Neither I nor the contractor kept a record of the color/formula after the painting last spring, and attempts so far have failed. I am working on it.....

Tile floors in the Community House: Still working on this. If you have a suggestion on a contractor for this job please be in touch with me.

Parking Lot: Still working to connect with Skip Potter on this. If any Friends want to tag team with me on these phone calls, I’d welcome it.

Gretchen Baker-Smith, Westport Meeting Property Coordinator