

**RECEIVED**

*By Darlene Brady at 3:51 pm, Jun 25, 2020*

AGENDA  
Swift House Task Force Special Meeting  
Monday 29 June 2020 at 9:00am

ZOOM: <https://us02web.zoom.us/j/87269339967>

Meeting ID: 872 6933 9967

Dial: 1 646 558 8656 US (New York)

1. Call to Order
2. Approval of Minutes of 15 June 2020 Meeting
3. Old Business
  - American Bio-Tech update
4. Progress on Identification of Building Needs
  - Sewer Hook-up
  - Contractor Update
  - Consideration of Issues Raised by Contractors:
    - Roofing / Chimney Repair / Gutter / Trim Repair
    - Inoperable Windows / Storm Windows / Air-Conditioning
5. Feedback regarding use of building
  - Fire Marshall & Building Use Status
  - Public outreach notices and/or survey
  - “Constituent” Feedback to date
6. Maintenance Schedule
  - Gutter cleaning & downspouts
  - Other regular tasks
7. Next meeting Date
8. Adjournment