

Swift House Task Force
Special Meeting via Zoom

Thursday, July 23, 2020
9:00 A.M.

Present at Swift House: Zanne Charity, Chris Garrity and Marge Smith.

The meeting was called to order at 9:01 a.m.

Approval of Minutes:

Zanne Charity made a motion to approve the minutes of the June 29, 2020 Special meeting of the Swift House Task Force, as submitted. Marge Smith seconded the motion and the motion carried.

Status of BOS approval of Task Force Charge:

Chris Garrity asked for this to be put on the next BOS meeting agenda.

American Bio Tech update:

Chris Garrity was unable to reach Bob Boone. He asked Zanne Charity to set up a date for them to meet. Zanne Charity will provide Boone's office with the information from Jeffrey Morgan regarding the product to be used to re-point the stone foundation (Lehigh brand cement #12 Antique Ivory.

Sewer Hook-up:

Marge Smith spoke with Billy Gawel. He found an alternative connection in the back yard. Bill Gawel's estimate did not indicate if it includes the crushing and filling of the old septic pit. Marge Smith agreed to get clarification.

Contractor Update:

Zanne Charity reported the following:

- Obtained several bids from masons and has been in contact with roofers who have promised to provide estimates, but not done so yet.
- Chasing other contractors to get estimates during their busiest season, with difficulty.
- Would like Kevin Brady to give an estimate on replacing the soffit board on the patio side and some additional exterior repairs. Chris agreed to reach out to Kevin once Zanne forwards him a list of items to be included on the estimate.
- Putting together a spreadsheet as estimates come in.
- Provided notes for review to Task Force members from her meeting with Mason Lord. Priority is protecting building by addressing exterior repairs first, including chimney, roof, and replacement or repair of any failed exterior trim areas that would allow ongoing access to building for moisture or animal pests.
- No quotes yet from recommended painters who are capable of restoring exterior areas where possible. Marge recommended Classic Painting. She will contact them.

Operable Window & Window Repair Assessment:

Marge Smith provided a window survey. She reviewed windows from inside only. She agreed to update Wes Wyrick's schedule of windows with her findings. The Task Force agreed that window repair could take place on a phased basis, as needed with emphasis on:

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BY *J. Brady*
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- Making enough windows operable for adequate ventilation in each room
- Providing temporary pop-in screens for operable windows, as needed
- Long term, investing in exterior storm/screen system recommended by Mason Lord to protect old sashes as funds are available

Maintenance Items & Schedule:

Joyce Kearns stated there has been little maintenance on the building in the past. She added that mechanicals are serviced annually and the highway maintainer checks on the building to ensure that the heat is on and the pipes are not frozen, as well as mows the lawn. The Task Force would like to see other items that need to be addressed periodically on the maintenance list, such as power washing siding, cleaning gutters, maintaining landscaping, painting exterior trim, etc. Chris Garrity noted that Zanne has been very involved with accessing the building needs with contractors and suggested that she create a maintenance list for the Task Force to review and present to the BOS.

Status of Potential Use of Ambulance Garage:

Chris Garrity had no information at this time. He will follow up.

Next meeting date:

The Task Force agreed on Monday, August 10, 2020 at 9:00 a.m.

Chris Garrity asked for clarification on the Task Force's timeline. He added the real question is how the building is to be used in the future. Zanne has started to draft a short piece on the Swift House Task Force for the next Selectman's newsletter, and will work with Jean Speck to format a questionnaire to be linked to it in order to seek public input. Marge agreed to review Zanne's draft before it's published in the newsletter

Adjournment:

The meeting adjourned at 10:05 a.m.

Joyce Kearns and Zanne Charity