

Parish Maintenance meeting
August 19 - 6:30 - Parish Hall

AGENDA/ MINUTES

Called to order

Opening prayer

Approve minutes from last meeting - approved

Roll call Brian Sparpanie (member?) - Father - Dan Decker (guest) -
Bruce LaLiberte (guest) - Randy Pilon (member) Tom Parent (guest)

(4) Discussion/action - Resolution on House

Sell? Rent? Demo?

Father made motion to sell - it was approved by members in the form of a recommendation to start the process of obtaining information and submitting findings to the PC and FC for review.

Need house inspection

Need to price out what is needed to comply with inspection

Need to find out about lot width for garage and what will be left to parking lot. - see email from zoning administrator.

Need to get approval from D.O.T. for new driveway

Need to price out cost of new driveway

Need to price out the survey of new lot with house

Need to price out a fence for property line.

Need to register remaining lot with county/means survey too

Need rain gutters cleaned - found vendor

Can only add one lot with house to meet city codes

Who will be assigned to oversee this project?

Steve Parent will work with Father to obtain a estimate for all above items needed and submit to the MC, PC and FC for review. Then can be bid out for final pricing.

A concern was leaving it vacant over the winter

Renting was turned down

Should make a list of Pro's and Con's

Bruce - My view: Much to do before anything can be proceed. I doubt this can all be accomplished before winter so it will be heated agin? Or rented until all can be ready to sell?

Steve will look to see exactly what can be done to expedite issues.

Discussion/action - Tree fell on adjacent property fence

Report by Father

Q. Who is in charge of this project? Dan

Dan give update - owner sold home same day as tree fell - insurance

Rep. meeting with new owners

(1) Discussion/action - Garage roof leak

Report by Randy/Bruce

\$7,000 not counting damage underneath

Must know by Friday, Aug 20th or will not be able to fit in

** Any objections to hiring Markell? If not I will let him know to put us on his schedule.

This damage should not have happened. We need to use repair policy and give Randy ok to get things done to prevent further damage and expense.

This was approved. Bruce to call Markell - Bruce called Markell and left message to get on schedule as tomorrow was the deadline to get on his work list. Markell to be out of town for a month and will sneak us in between jobs when he gets back. Other options were discussed as to roof types but cost were higher. Committe felt it was a good price.

(3) Discussion/action - Renovation of parish center

Report by Father - Document attached

Q. What functions remain in parish center?

Need 2 contractor bid

Remove middle wall

Create bedroom on west side of living room

Open kitchen to living room

Separate HVAC system heat/AC for own zone

Kitchen - open wall to living room

Bathroom

living room - ceiling tile replacement, paint tracks

Install new door to dining room area

Outside of bedroom - install privacy wall

What electrical and plumbing changes needed?

What lighting changes needed?

Remove hallway wall

Electric for car

Need set of prints for this area - should be using to explain these changes

Steve Parent to work with Father to obtain a approximate price so we have a reference when we get quotes from contractors. Steve to make an exact list of all items needed for contract with vendors.

Bruce: I see no revenue coming in to offset the cost until a decision is made on the house. Dan stated we do not have extra money now as roof needs repair

(2) Discussion/action - repair/improvement policy

Document attached

This was approved!

Discussion/action - other maintenance repair list

stump removal - free if we can wait

verify other trees on property for safety? who?

replace the 2 defective heating zone valves upstairs in center

Not discussed - on next agenda

Discussion/action - setting up a REPAIR/IMPROVEMENTS list and prioritize it.

Document attached - next agenda

Status of flooding behind hall

Not discussed - out of time

Who does this committee report to?

How long will it take to get approval from oversight committee to do item needed that is over \$500?

Committee reports to finance committee per Father

Repairs over \$500 will be brought to Bill and Dan for review

Adjourn

Closing prayer

Note:

No one at the meeting wanted to be project manager for these two major issues. Tom volunteered his brother Steve.

Steve Parent has expertise in the construction area. His evaluation will be used to compare prices with contractors firm prices.

This vote was to start the process in obtaining pricing information only.

These results will be forwarded to PC and FC.

Results of final pricing are necessary to fill out the Proxy for the diocese.

Typing in black was the original agenda.

Typing in Red were notes added for discussion so items were not forgotten

Typing in green was final direction taken.

Bruce was asked by Father to provide an agenda. Bruce also took notes as committe has not established a secretary or chair person yet.