



- APPROVED -

**Thomas Darling House Advisory Committee
Meeting Minutes
Tuesday, September 15, 2020 at 4:30 pm via WebEx**

Meeting Video:

<https://woodbridgect.webex.com/woodbridgect/lsr.php?RCID=337000836bd141a3a68411ba5cf9cd9b>

Video Password: TrjmwUu3

Present - Committee Members: Richard Blackwell-Chairman, Stephanie Ciarleglio, Chris Sorensen, Donald Menzies (joined meeting at 4:32 pm)

BOS Liaison: Sandra Stein

Preservation Architect: Richard Wies (joined meeting at approx. 4:36 pm)

First Selectman Beth Heller

1. Meeting was called to order at 4:31 pm.
2. **September 1, 2020 Meeting Minutes:** Richard Blackwell motioned to approve minutes with amendment to correctly reflect name of Preservation Architect as Richard Wies; Stephanie Ciarleglio seconded. Motion passed unanimously.
Vote: Yes - Richard Blackwell, Stephanie Ciarleglio, Donald Menzies, Chris Sorensen
3. **Board of Selectmen Project List Decisions:** Sandy Stein summarized decisions made by the Board of Selectmen at their September 9, 2020 meeting for the three projects presented to the Board.

School House Removal & Disposal from Cow Barn - The Board of Selectmen voted:

- to continue with the communication plan to publicize to the community the availability of the school house with notice that interested parties may contact Beth Heller or the AWHS.
- to remove the school house from the cow barn in the late October/early November timeframe. If interest in the school house is identified, there will be timeframe flexibility and the interested party would be responsible for removing the school house from the barn.

As an update, Sandy Stein noted that a Woodbridge resident has expressed interest in the barn and has made arrangements to look at it.

RFP for Lead Assessment - The Board of Selectmen voted:

- to initiate a RFP to obtain estimates to survey property for hazardous materials in order to assess the risk to visitors and to have a guideline for future restoration work.
- to first consult with QVHD and if a need is identified, an RFP would be opened to any firm to provide an estimate.

Removal of Rotted Trees and Limbs, Landscaping, and Outbuilding Cleanup -

The Board of Selectmen voted:

- to remove rotted trees and limbs that pose a danger to structures or people walking around the grounds. An assessment will be done to identify the scope of work with the supervision of the Town and someone from the AWHS.
- to add to the scope of the above project, landscaping and cleanup items from a groundskeeping perspective that had been identified by the Advisory Committee. The Town and someone from the AWHS will identify the scope of work.

Don Menzies reported that the AWHS Grounds Committee has done significant cleanup on the grounds to isolate plantings that they want to protect. The Grounds Committee's approach to grounds maintenance will be shared with the Advisory Committee.

4. **School House Removal & Disposal from Cow Barn Update** - Discussion took place regarding possible lead and asbestos materials on the school house and the steps needed to test for these materials prior to removal. Sandy Stein will follow-up with Tony Genovese on how best to proceed.
5. **Rotted Trees & Limbs, Landscaping, Outbuilding Clean-Up Update** - Chris Sorensen proposed to coordinate the project between the Town and the AWHS to develop a project plan that is agreeable with everyone. As a next step, it was proposed that there be a walk through with Town staff and a designated person from the AWHS on Tuesday, September 22 at 10 am. To confirm this date, Chris Sorensen will follow up to check the availability of Town staff and Don Menzies will confirm AWHS availability and get back to Chris.
6. **Volunteer Projects Update** - Don Menzies suggested that volunteer projects continue to be handled as done in the past. Interested volunteers may identify a project of interest and define its scope for approval to proceed. He mentioned that projects could be taken on by a variety of volunteer groups and noted the importance of preservation projects being handled by qualified individuals.

In response to Dick Blackwell's request to have his family members paint the picket fence, Don mentioned that the fence required repair work prior to painting. He suggested that Dick detail the project and submit the project plan to the Board for review at info@woodbridgehistory.org.

Discussion took place about encouraging volunteers as an area of focus. Don Menzies noted that the AWHS always welcomes volunteers. Dick Blackwell mentioned that a list of projects defined by the Ground Committee would serve as guidance for volunteer projects. Sandy Stein suggested approaching this focus

by identifying routine volunteer activities that could be carried out by volunteers on a regular basis noting this approach would help the Society and make the community feel connected to the house and property.

8. The meeting adjourned at 5:32 pm.

Respectfully submitted: *Toni Belenski*