

## Minutes of the Patton Homestead Incorporators Mtg. - June 23, 2015

*Attending: C. Kale, G. Keefe-Feldman, P. Reffett, J. McWane and B. Burrige*

### Welcome

- **Carin** opened the meeting at 4:10 with a quorum present. Everyone who was appointed by the BOS has already gone to the Town Clerk's office to be sworn in. Patrick is a non-voting member and does not need to do this. In addition, members need to go online to take the Conflict of Interest training course. This must be completed within 30 days of being sworn in. A copy of the certificate of completion must be filed in the Town Clerk's office.
- Carin noted that the Homestead Incorporators are not listed on the Town website. Patrick said he would ask Maureen Hickey to list the Comm.

### Member Updates

- **Patrick** reported that the appeal period for the Planning B'd decision approving the Patton Housing project proposed by CP Berry ended on June 22. The Conservation Comm. is next to review but that should not be a lengthy process. Georgina plans to attend the next Con. Comm. mtg.
- Patrick had been charged with getting specific info from the Town re: facilities. He will try to get a number re: capacity inside vs. outside events. Can the Homestead have a clam bake for 75 people, for example?  
When are porta-potties needed? (B'd of Health) Bill spoke of the high-end porta-potties now available, but they are expensive and do not fix the problem.  
What are the standards re: food prepared off-premises and brought on site? The MCC Facilities grant – What is the status? That info will be crucial to this Comm. Can we get a copy?
- Patrick had spoken to the Police Chief about parking along Asbury Street. Because Asbury is a dark, curvy, wooded roadway he probably cannot support parking on the street – not safe. Options for parking include grass, organic and paved.
- **Georgina** handed out copies of a “tickler” file – an ongoing effort to identify future Board Directors, who knows them and what skill set they could bring to the emerging BOD. She asks that future suggestions be sent to her so she can update the document continuously. Peter Gourdeau was suggested at this meeting and will be added.
- John had asked G K-F if there was a floor plan of the Homestead when they toured the previous week. She presented copies to the Comm. at this meeting. She was also asked about alarms in the Homestead, especially in the Archives section. She will report back.
- G K-F also reported on the Mass. Cultural Council event she attended in Gloucester on June 1. She had a productive talk with Anita Walker, MCC's executive director. She was very happy to learn that the Town was moving forward on the recommendations of the MCC funded consultant. She expressed interest in visiting the Homestead at some point. After discussion with the Comm. it was decided that G K-F would send Anita an email thanking her for her time and telling her an invitation would be offered in the future.

- G K-F also had a good discussion with Rep. Ann-Margaret Ferrante from Gloucester. Rep. Ferrante said she would be glad to help with the Homestead efforts if needed.
- Georgina reported that we are getting close to being ready to file our Articles of Incorporation with the Secy. of State's Office. We have our members, officers, a name and are close to finalizing our mission. She will contact M. Lombardo to see if she can meet directly with Donna Brewer, Town Counsel. If yes she will contact Donna for a meeting.

### **Parking Issues**

- GK-F also reported on the walkabout meeting with Bill Redford (DPW) and Joanne Patton conducted at the Homestead on June 16<sup>th</sup>. Bill wanted to show J. Patton some options pertaining to parking. One possible location for parking is the field near the swimming pool. Bill showed three options for accessing that field.
  1. One would cut out from the exiting small parking lot, in front of the stables and down the hill. This is his least favorite option as it would impact the landscape between stables and house. It is on town-owned land.
  2. Option 2 would be directly behind the stables, very close to the building. There is evidence of an existing pathway here. It would require walling. It is on Town-owned property.
  3. Option 3 is behind the stable, closer to the farm manager's cottage. You can see evidence of an old farm road. This would not be on Town land so the Town would have to negotiate with the Patton family.  
Bill will get back to J. Patton with more detailed proposals.
- **Carin** reported that the people from Willowdale, an upscale event venue down the street from the Homestead, continue to express interest in the Homestead. They see it as an additional venue and/or guest lodging. Carin, Patrick and Bill will meet with the Willowdale people on July 7<sup>th</sup>.
- Carin discussed funding opportunities, especially MCC grant money. There will more MCC money in the fall, but it is unlikely we will be in a position to go after it by then. There is CPA money, but would we be ready in time for the spring Town Meeting. She reminded the Comm. that Mark Shaw (DPW) did a close inspection of the Homestead a few months ago and he had a big list of needed improvements.
- Carin reported that we are expecting the updated usage document, compiled by Bevara, to be ready any day. She will distribute for comments etc. Also, there were some good ideas in the proposal that did not get the contract-Alexandra Rollins. G K-F will send it to everyone. We should be prepared to discuss these reports and brainstorm at the next meeting.

### **Name and Mission Discussion**

- It was agreed that the name of the nonprofit will be Patton Homestead, Inc.
- After much discussion the following *draft* mission was accepted for thought:
 

***The Patton Homestead Inc. preserves and manages the historic Patton Homestead as a community asset and provides educational, recreational and cultural opportunities to the public.***

Edits, suggestions welcome over the next few weeks.

### **Board Administration Discussion**

- After discussion Bill made the following motion:  
Carin Kale for Chair  
John McWane for Vice Chair  
Georgina Keefe-Feldman for Clerk. The motion passed.
  
- Carin adjourned the Meeting @ 6:20 PM

**The next Patton Incorporators Meeting is set for Tuesday, July 14<sup>th</sup> @ 4 PM**

**Hamilton Public Safety Building.**

G K-F  
7/15