

Beebe Estate Meeting –Beebe Estate Trustees

February 1, 2022

Meeting Minutes

Attendees: Bill Butler, Jessica McKenna (co-presidents), Betsy Friedberg, Sean Heneghan, Tarica Leskiw

Meeting called to order by Bill Butler at 7:37 p.m.

Last week the city did a presentation on conflict of interest for all members of city boards. Bill has received a copy of the powerpoint that went with the presentation.

Regarding past leases, Bill spoke with Jean Gorman, who said there had been written leases for tenants, prepared by the City Solicitor. Jean recalls that MAAV was given a smaller amount of space originally, but has expanded. Friends of the Fells has also expanded from their original single room, and now also uses the conference room (as does MAAV).

Architectural plans from the time the building was rehabilitated may help us understand allocation of space. These plans may be in the lateral files in the conference room and should be consulted. Jess pointed out that it will be helpful for trustees to be involved in reviewing any future leases.

City is reviewing trustee terms. All appointments will end last day of February (CORRECT?) and trustees will be reappointed. Dorie Withey has informed us that she will be leaving the board effective immediately, the end of her three-year term. There are now two vacancies on the board. Tarica and Jess believe that their terms go until 2023. Betsy was appointed ca. 1996. Sean will look into when his appointment began.

Before she left, Dorie met with a prospective cleaner (White Glove has retired). Dafne (last name?) would charge \$300 for an initial deep cleaning, \$100 for biweekly cleaning, and \$25 for supplies. Jess made a motion to hire Dafne, Betsy seconded the motion, and the motion carried unanimously.

The new carpet has become misshapen along the long side. It looks as if part of the rug has shifted and perhaps been tucked into the molding. Bill will take photos. Betsy will follow up with Landry and Arcari to see if they can help us fix the problem. Cause of this is not clear. When the new cleaner starts, we should remind her that she shouldn't use "beater bar" to agitate the carpet fibers, which can damage them. Tarica has delivery document and final invoice, but not care information.

Friends of the Fells has rekeyed their office door, and installed a new deadbolt. Will we get a copy of that key?

Jesse MacDonald no longer with FOTF. The new office manager is Maddie Morgan, Maddie.morgan@fells.org.

Boiler replacement—we are expecting a bill but haven't received anything yet. Labor costs were not yet determined.

Garden—we have gotten a proposal from Laurel Gardens for continuing care of the garden this year. Tarica moved that we continue with Laurel, Bill seconded, and the motion carried unanimously. Bill will sign the contract and return it to Laurel.

The DPW has always taken care of mulching the garden, caring for grass, etc. The mulching needs to happen as soon as the first spring cleanup has occurred, to prevent excessive weed growth. Last year mulching happened later, and it made weeding more difficult for Laurel. Jess will reach out to Jay at DPW requesting that they join us for a walk through the grounds in March or April.

Jess made motion to adjourn, Tarica seconded, meeting was adjourned at 8:58 p.m.

Respectfully – Betsy Friedberg