**House and Grounds Committee Report – September 2018 – Cindy Sealls reporting**

Committee Members:

John Bassert

Heather Carter - resident

JD Gore

Michael Houghton

Will Kasten

Jill Leonard

Patrick Mulvey – will take over clerk duties on October 1, 2018

Cindy Sealls – current clerk

The committee is charged with upkeep of the physical facilities and the grounds of the property. Unfortunately, with only 8 people on the committee, we can not complete more tasks because of the time commitment needed – primarily when someone has to be at the property to meet with contractors or has to find time in the evenings and weekends to complete the work ourseleves. It would be a great help if the committee had at least 10 people. We could spread more of the tasks out and get more things done. Since committee members are doing most of the work in the buildings and around the grounds, it would also help if any new members have experience making electrical, plumbing, or other kinds of minor repairs or is willing to learn.

There have been several on-going unresolved issues that have vexed the committee – most notably, the inability of our current fire suppression system vendor (Fireguard) to get the system to function properly. We are hoping that this issue will be resolved by the end of September.

There are several issues that we have discussed, but have not made a decision about due to the expected renovation/expansion of the Meeting House. Those issues include repairing and painting the Meeting House windows and conducting a long term repair/replace survey of all existing major systems – heat, roof, plumbing, electrical, and repairing or replacing the playground equipment.

I am extremely appreciative of the members of our committee all of whom give so freely of their time and talent in order to keep everything at Meeting functioning and in order.

I’d also like to acknowledge and thank Ray Lane for supervising the grass cutting and Verite and Pacifique, who do the actual cutting.

Our committee completed many tasks around the property including:

**Meeting House recurring projects:**

Installation and removal of window air conditioners (spring and fall)

Installation of batteries in smoke detectors (summer and winter)

Install light bulbs in the exit signs

Gutter cleaning

**Meeting House completed projects:**

Washed Meeting House windows

Repaired railing on Meeting House side door steps

Carpet and cushions professionally cleaned

Replaced two 8-foot tables in the Meeting House community space

Repaired short in foyer lights

Removed fan in attic because it was a fire hazard

Replaced chain on Meeting Room ceiling fan

Repaired triple track window in the Meeting Room

Repaired leaking sink in Meeting House bathroom

Replaced headphones for hearing assisted devices

Removed non-working smoke detectors in the Meeting Room

Filled in divot beside the entrance steps

Repaired vinyl railing on back entry/exit stairs of Meeting Room

**White House recurring projects completed:**

Exit sign bulbs
Install and remove window air conditioners

Oil boiler pump

Radiators bled each year

**White House completed projects:**

Repaired water line leak in basement celling
Basement dehumidifier repaired

Foundation waterproofed

Wi-fi modem moved from resident apartment to 2nd floor classroom so that it's more accessible

Insulated 2nd floor bathroom closet

Boiler expansion tank repaired

Added a 3-drawer file cabinet in the 2nd floor classroom

Replaced alarm bell on 2nd floor

Squirrels removed from attic

Repaired basement ceiling

Repaired kitchen floor

Replaced GFCI in basement bathroom

Replaced exhaust fan in basement bathroom

Carpet and sofa in library professionally cleaned

Replaced fire panel

Installed a new hose bib

Painted boiler room floor

Gables and soffits repaired from squirrel damage

Caulked threshold of basement door

**Resident apartment projects completed:**Insulated resident apartment closet to prevent cold air flow entering the space

Installed a shelving system in the resident apartment

Sink assembly repaired

**Grounds recurring projects:**

Riding and push mower serviced

Bushes around the property are trimmed during the spring and fall workdays

**Grounds Completed projects:**

Secured Snow removal contract
Bike rack purchase and installed

Power washed shed

Filled in depressions in the soil between the Meeting House and the White House

Replaced broken property closed at dark sign

Installed additional property closed at dark signs.

Cleared brush and trimmed bushes on property

Installed 2 new steps off of Apache Street

Limed lawn

Purchased crank flashlight/radios for use if there is a total loss of power on the property

Repaired downspout by landing

**Additional projects:**

Re-negotiated our contract with Republic trash which saved over $1000/year

Moved the Strawberry Festival supplies/equipment from Dave Roberts’ home to the white house basement.

Discarded un-used keys from the Meeting House closet

Eliminated wasp nest at the edge of the parking lot