

B&G Agenda – November 2, 2016

Old Business:

1. Guests: Environmental Action Committee to discuss ideas for landscaping and energy savings
2. Financial Report
3. Elevator issue – Pete spoke with Bruce Casler TK tech; replacement lights have been delivered? Overhead light switch needs to be down; when elevator called, lights come on – they are on 3-4 minute timer
4. AFE Wildlife Nuisance Control completed sealing cracks; left some valves in incase any remaining bats have a way out in the spring. Found some dead pigeons and guano in room below bell; \$1,500 to clean and sanitize. Miles Manchester filled gaps around drain pipe with wire to prevent entry; he has volunteered to clean up the room.
5. North Country Window fashions installed room darkening shades in the Roomer Room. .
6. Finish painting side entrance staircase up to 2nd floor room (Stefan to secure little giant ladder for job).
7. Finish landscaping improvements on east side of church in spring.
8. Look into handicapped sized toilet for side entrance bathroom (Stefan)
9. Tyler Locke re: sent contract for snow removal, lawn mowing, and leaf removal for the 2016-17 year; cost same as last year. Contract signed and returned.
10. Confirmed bid with TTS to remove cherry tree from Memorial Garden and 4 cedar trees; they are providing estimate on pruning silver maple. Will schedule during winter months.
11. Request to install dead bolt locks on bathroom doors that indicate if bathroom is occupied or vacant (Stefan)
12. Request to install hazard tape on landings of the staircase coming down from the 2nd floor room (Pete); Gary to install battery operated motion sensor light at top of stairs for added safety
13. Contact Kingsley for advice on repairs to bowed window in bell tower room (Bobbi)
14. Request from library committee to install laptop security cable (Phil)
15. Replace flushing mechanism in basement toilet?
16. Update on Coakley's repairing problems with vinyl edging around carpet in the sanctuary (Bobbi)
17. Tasks to ready building and grounds for winter:
 - a. Drain and store garden hoses (Erik)
 - b. Turn off valves in basement for outside faucets (Erik)
 - c. Close and lock windows
 - d. Investigate option to extend bell rope through bell tower room floor to ring from James' office – Install rigid insulation board in doorway to bell tower
 - e. Swap out screens for storms in kitchen and James' office (Phil)
 - f. Check/replace filters in forced air furnace (Phil)
 - g. Store summer fans (Pete)
 - h. Replace batteries in programmable thermostats; re-set clock times for time change
 - i. Adjust timer for exterior lights for time change.
 - j. Schedule Grant's for furnace and boiler check-up (Pete)

New Business:

1. Check fire extinguishers
2. Tobacco free policy for grounds

Next Meeting: December 2, 2016