

**Town of Charlton Activities Council  
Meeting Minutes - Meeting Date 6/6/2022**

Meeting Start: 6:12pm

Meeting End: 7:49pm

Board Members Present In-Person: B.Benoit, S.Bacon, D.Konopacki  
Board Members Present via Zoom: K.Mier-Fengler  
Board Members Absent: J.Butler                      Others present: none

1. Review minutes of 5/23/22 meeting. All approve. Treasurer Report: none, no new transactions.

2. MOU review/updates

- Several draft MOU's were reviewed and input given for revision
- S.Bacon to contact housekeeping service to establish regular and reliable schedule and to request sweeping of Main Barn stairways.

3. Renovation Updates

- Cement floor of Lower Barn will be poured/cured June 13, 14, 15th; barn doors to be raised and painted.
- Handicap ramp was painted in addition to farmhouse interior for \$2,000 total. Motion made to pay \$2,000 by D.Konopacki, 2nd B.Benoit, all assent.
- S.Bacon obtained verbal estimate of \$14k for 2 mitsubishi HVAC units for theater.

4. Rental Agreements

- B.Benoit will remind all tenants that rent is due on time.
- Draft Venue Rental Agreement was reviewed and input given for revision to include \$100/8 hrs plus separate check of \$25 security returnable after event if cleaned up satisfactorily. (Motion B.Benoit, 2nd S.Bacon, all assent).
- S.Bacon to invite potential regular renter of lower barn to meet CAC board members.

5. Blueberry Festival

Overlook can't help with shuttle. S.Bacon to procure B.Path cemetery for vendor parking.  
We will do only one bounce house to provide parking space on grass.  
Worcester Majors Basketball dancers can perform 12:30-1pm between (and in area of) bands.

Motion to Adjourn D.Konopacki 7:49pm, 2nd S.Bacon, all assent.

Next Meeting: 6pm Monday June 20, 2022, CAAC farmhouse

Minutes respectfully submitted by Kristin Mier-Fengler this 20th day of June, 2022

