



Pierce Property Committee Minutes from 3/3/2020

Present

Terry Green(Chair), Gina Halstead (FinCom Liaison), Victoria Otis(Pierce House Manager), Anne Crosby, Lucia MacMahon, Pam Weismann, Jennifer Glass(selectman),Margi Byrnes and Mary Day

Meeting called to order at 4:00 pm by Terry Green.

Terry Green thanked Lucia MacMahon for her 23 years of service to the Pierce House, she is retiring from the committee. All members wished her luck in her future endeavors and thanked her for all the years of service, especially her historical view of the house and the past workings of the committee.

The minutes from the February meeting were approved.

A shout out was given to Victoria from Pam Weismann who had a member of the Conservation committee come up to her and express how much he enjoyed working with Victoria.

Discussions

The budget was reviewed and the house is now running with a surplus of over \$11,000. Victoria has booked 30 weddings and two other events since coming on board. The financials are looking good and Mary Day claimed we only have one way to go and it is up. Victoria will look into requesting money for Jennifer as pre diem to work more hours, especially when there are three weddings or events on one weekend during high season.

There was a suggestion that Victoria look into getting a L/S student as an intern to help in the office answering the phone. Also, Terry said she will look into maybe finding someone in the senior work off program who might want more hours and could do small repair jobs around the house.

Victoria gave the committee a run down on new expenses,The Sound curtain, poison ivy eradication and the new sign for the property.

Gary Davis has done research on landscaping at other historical houses in the area and wants to present to the committee his research. It was suggested we ask him to a meeting and maybe at the same time ask Ken Bassett, the town tree warden to join him in the discussion about future landscape ideals for the property. The Conservation committee and the DPW is going to help clean out some of the cattails in the pond this spring.

Tim Higgins has suggested that he would like to have Victoria attend a selectmen meeting in the near future. Mary will let her know when that can happen.

Victoria ask to change the title of her job from Event Manger to Director of the Pierce House. The committee discussed the request, voted on it and the name change passed.

Victoria suggested in the future she would like to hold a coffee for any member of the community who would like to be involved in starting up a 501c3 "Friends of the Pierce House". She said she has a lot of ideals for fundraising. Another idea for the house that she has is to start a herb garden off the kitchen. Lucia will talk to the Garden Club to see if there is any interesting helping with this project.

Victoria said the new sound curtain for the tent will be installed when the tent goes up on April 21st. The curtain has been ordered and Lenny will set up the wall that will hold the curtains. There was a discussion about what will protect the back side of the curtain, does a clear vinyl panel need to be put over the fabric curtains. Victoria also said that if a person books a wedding during the week, the house gets the revue from the tent which is \$1895.

The committee suggested Victoria save June 15-16 for the 8th grade graduation party.

Anne gave a update on the new sign for the entrance to the Pierce House property. Hopefully the DPW will install it soon.

Victoria reviewed rates for out of town non profit events and memorials held at the house. A proposal was put forth to charge a flat rate of \$600 for four hours with a maximum of 200 people and a \$210 a hourly rate after the four hour. The proposal passed.

Terry said she will probably go back to the Fin Com in June to report on the state of the Pierce House.

Next meeting will be April 4

-meeting adjourned at 5:20pm

"Our mission is to be stewards of this historic property so that residents of Lincoln, neighbors, and guests may continue to use the Pierce House as a venue to gather and celebrate, in keeping with the spirit of John H. Pierce's gift to the Town of Lincoln." (approved March 20, 2016)

