



Pierce Property Committee

7/7/2020 at 4:00pm in Zoom

Present

Terry Green(Chair), Gina Halstead (FinCom Liaison), Victoria Otis(Pierce House Manager), Anne Crosby, Pam Weismann, Jennifer Glass(selectman), Margi Byrnes, Tim Higgins(Town Manger) Colleen Wilkins

Meeting called to order at 4:05 pm by Terry Green.

The minutes from the June meeting were approved.

Discussions

The budget was reviewed and the house is now running with a deficit of 20% from last year due to all the cancelled weddings and events from Covid 19, that is a \$30,000 reduction in income. We have \$118,00.00 in the bank and that will last us just 9 months, total revenue for 2020 so far is \$85,000. Victoria was able to reschedule most of the 2020 summer weddings until next spring, summer or fall. There are still a few fall 2020 weddings hanging on that have not been cancelled. Looking forward there are still slots available for weddings in 2021 that could produce income, but a lot of the money collected this year is for weddings that were rescheduled. Fin com has been made aware of our financial situation.

Victoria has asked fall brides to come up with a short list of under 100 guest in case we are able to open up the house and host weddings. Some brides have booked micro-weddings with a large wedding to follow. We are waiting for approval from the board of health to allow micro weddings at the house. The tent company is willing to work with brides over price for a micro wedding. Some of the new restrictions when opening might be limiting the number of guest at a table and no dancing. Victoria is looking into getting EPA cleaning supplies thru Home Depot and Tim Higgins said some of the cost of the supplies might be covered by a State Covid Grant. Victoria has arranged for a community event to be held at the house on Saturday, July18th from 4-8PM. She has food trucks coming to the house and people can buy dinner and picnic in Pierce Park. The first floor bathroom in the house will be available for use. The event has been approved by the board of health. There is no expense to the house for this fun event.

Victoria will look into getting information out to the community thru Lincoln Talk and sandwich boards.

Victoria has spent sometime researching other landscape companies because she has not been happy with Time in the Garden. One of the companies that she has approached is StoneGate Gardens in Lincoln. Right now she has a senior couple working in the Tax Work Off Program that are helping in the gardens. The committee suggested she come up with a list of things that need to be done in the garden and set a budget for these projects.

Victoria commented on the new sound curtains, that they look like a mattress hanging from a pole and are very unattractive. She has given quite a few tours of the house recently to perspective brides and most brides were not happy with the look of the curtains.

Victoria informed the committee that the culvert repair is about to be started and it is being taken over by the town's conservation department. They will also be cleaning out some of the big pond.

A new intern is going to be starting work at the house on July 13 they have an interest in graphic design and marketing. Victoria hopes to have them work on social networking, and the house's website.

Victoria informed the committee that her contract was up on June 30 and she is requesting a pay raise for the upcoming year, more then the 2.5% cost of living raise the town is giving employees. Terry said she will talk with Tim Higgins about the process and the committee will hold a executive meeting in the near future.

-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)