

# **Board of Trustees-Tourtellotte Trust**

## **Special Meeting Minutes Monday February 7, 2022 6:00PM (via Zoom)**

**Members Attending:** Thomas Angelo (Chair)  
Melinda Smith (Superintendent of Schools)  
Joe Iamartino (Thompson Historical Society)  
Kathleen Herbert (Chair of the Board of Education/Secretary)  
Amy St. Onge (First Selectman)  
Rob Werge (Member of the Board of Finance)

**Members Absent:** Orla McKiernan-Raftery (Treasurer)

**Additional persons invited:** Bill Birch (Maintenance Manager TPS)

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1) **Meeting called to order:** 6:05 PM by Chair, Tom Angelo.

2) **Pledge of Allegiance:**

3) **Approval of Minutes from January 26, 2022.**

A motion was made by Melinda Smith and seconded by Joe Iamartino to approve the minutes of the January 26, 2022, special meeting. The vote was 6 ayes and one abstention.

4) **Public Comments:** – None

5) **Election of Officers:**

A motion was made by Joe Iamartino and seconded by Rob Werge to nominate to current slate to continue as officers for another year.

President – Thomas Angelo

Secretary – Kathleen Herbert

Treasurer – Orla McKiernan-Raftery

Because Orla has left her position as Finance Director of the Town of Thompson the motion was amended to have Kathleen Herbert act as both Secretary and interim Treasurer until a replacement Finance Director is hired. The vote was unanimous.

**6) Financial Report:**

Crestwood investment as of February 3, 2022, was approximately 2.7 million. The Bank of America account principle was established after land and property was sold and although it pays out dividends the Trust cannot touch the principle of \$165K. The Trust would have to petition the State Attorney General to grant access to the funds. There is a new Attorney General so it may be a good time to renew our petition. There would be legal fees involved to do this and we would need to assess these. We all agreed that this account was not generating income for the Trust and would be better in another fund. Joe Iamartino volunteered to pursue getting access to the BofA funds. Another topic brought up was reviewing our relationship with Crestwood, unless there was a compelling reason to stay with them all agreed that it was time to at least entertain other investment firms. Rob Werge brought up that Crestwood's fees seem to be high for a fund our size at 1.3%. We should ask for clarification on their fee structure. He stated for investments our size the average fee is usually between .75 and 1. There may also be fund management firms that specialize in non-profit and philanthropic organizations that we could qualify for, and their fees would average around .5. Tom Angelo, Kathleen Herbert, and Rob Werge will work on an RFP for Investment Advisors.

**7) Future Expenditures FY 2022\_2023**

Bill Birch reported that the windows were on site today February 7, 2022, and that Kronenberger had started the installation work. He also stated that they had a high-rise lift on site and that while it was here, he was going to ask that they inspect the soffits for voids. He suspects that this is how birds are getting into the building. There is molded plaster along the building at the soffits which maybe deteriorated.

**8) New Projects:**

- a) Wheelchair Lift Ryscavage Auditorium. There will be a site meeting February 17 at 11 AM. The Architect and an Equipment Engineer will be there to assess the layout. Our original plan for the placement of the lift may work. We are hoping to put the lift access into a closet in the Ramsdell train room to keep the historical integrity of the building while allowing access to the Auditorium to everyone.
- b) Ryscavage Auditorium Doors – We plan to remove the doors at the entrance to the Auditorium and replace with period correct doors. An Architect has been working on updated drawings. We have received a variance from the Fire Marshall (The doors open out and the landing is not up to code in area) While we may have to have crash bars, that is to be determined that don't have to be fire retardant.
- c) Audio Visual for Ryscavage Auditorium – Bill is meeting with companies to get quotes CT Business Systems, Environmental Systems and Rosati Acoustics.

- d) Masonry Work front steps and landing- Bill went back to the Masons to see if we could get a better price. They were receptive especially if we were to do the job early in the Spring before their season really gets busy.

**9. Other Business:**

Melinda stated that when she was hired, she was given a goal of making the 1909 Building come alive by instituting educational programs. The roadblocks to making this happen are the wheelchair lift into the Ryscavage Auditorium and the Museum not being open on a regular basis. The problem of the lift now seems to be on its way to being solved so what does it take to get the Museum open on a regular schedule. What is required? Security and a custodian? Joe Iamartino said the main problem was access, if the access was there, he could get a curator or docent. Joe also said that in the past it was a paid position paid for by the Town. Rob Werge suggested we place a donation box for visitors to help defray costs. Also, once the sound system and lift are installed in the Ryscavage Auditorium that more presentations should be offered there.

**10: Adjourn – 6:58 PM**

Submitted by

*Kathleen Herbert*

Kathleen Herbert  
Secretary  
February 14, 2022