Rowe Gracy House Committee
September 24, 2019
6:00 P.M.
Rowe Town Hall – Meeting Room 1

Present:	Chair Joanne Semanie, Loretta Dionne, James Lively (arrived at 6:10), Ellynn Packard, Walter Quist
Absent:	Mary Paige
Other Attendees:	Paul McLatchy III, Administrative Assistant to the Boards
Audience of Citizens:	Marilyn Belval, Sandra Daviau

Call to Order: Chair Semanie called the meeting to order at 6:01 P.M., a quorum of the committee present.

Minutes: The minutes of September 10, 2019 were presented. With one small correction, a motion was made by Ms. Dionne and seconded by Ms. Packard to approve the minutes as amended. The vote was 4-0-0 in favor.

Walkthrough & General Discussion: The committee members conducted a building walkthrough on September 17th. Mr. Quist noted that the building looks the same as it had during past visits, though Chair Semanie pointed out that it doesn't mean that the mold isn't there. Members discussed removing items that will be discarded from the building to try and prevent further mold growth- this will need to be looked into.

Ms. Packard brought up the topic of a facilities manager, which Mr. Quist has argued for in the past with all town buildings. Mr. Lively opined that creating such a position was not the purpose of this committee, but perhaps it could be included with the committee's final recommendation(s).

Mr. Quist asked whether or not it would be possible for volunteers to go into the building wearing masks and wipe down all surfaces with cleaning agents and re-test the air quality. A brief discussion followed about whether it would make more sense for a professional company to handle this, especially with state requirements. The general agreement seemed to be that if the cost wasn't particularly high (i.e. under $10,000), it would be better to let a professional handle it. If it was much higher, perhaps it would be worth speaking to the Board of Health about.

Options: Members discussed the options that the town has in regards to the building. After brainstorming, the following possibilities were agreed on:

- Do Nothing: This would create a baseline to compare the other options against.
- Mold Remediation Only: This would only address the issue of mold in the building, with no other work done.
- Basic Renovations: Renovations would include those recommended by the state to prevent a recurrence of mold and to improve the building.
- Mid-Level Renovations: Additional work that would improve the building but have not been identified as necessary, such as an air exchange unit, would be included.
- Major Renovations: This would upgrade/renovate the building in such a way as to make it more usable for a wider variety of activities. Possible renovations might include removal of certain walls, additions, etc.
- Demolish: The last option would be to simply tear it down. Costs would need to be looked into.

Septic System: A question was raised of the current status of the septic system. It has been mentioned that a replacement may potentially be needed at some point, but so far it has worked without any problems. Mr. Quist suggested that it may have been able to keep up due to infrequent use and plenty of time between uses. It may not be able to keep up if it was used more often.

Second Floor: The second floor of the building is mostly used for storage and has been more-or-less cordoned off. The Council on Aging has a closet on the second floor to store some of their more expensive items, but otherwise, the floor remains unused. Plumbing has been shut off to the second floor, and it cannot be used by the public as it is not handicap accessible.

Energy: One of the tasks that will need to be looked into is what kind of insulation the building has on the first floor, and whether an energy audit might be able to be performed (if the building is opened to the public again). Ms. Packard will speak with her husband, who chaired the energy committee for nearly a decade, and who will also reach out to Mr. Palmer to discuss upgrades that were made.

Appropriation: Members reviewed the results of the Special Town Meeting held on March 12, 2019. Under Article 5, $58,000 was appropriated from Free Cash for "Gracy House Repairs and Mold Mitigation". This means that the funds could be used to pay contractors to give detailed estimates/recommendations. However, all expenditures must be approved by the Board of Selectmen as the Gracy House is only an advisory committee.

Prevailing Wage: It was recommended by Mr. McLatchy that when seeking quotes from companies for construction costs, prevailing wage be mentioned as it could significantly increase the cost estimates. There are limited exemptions from the law, and members were encouraged to keep this in mind.

Charge: Ms. Packard asked the other members if they can clarify the charge from the Board of Selectmen for the committee. What is the precise goal of the committee? Chair Semanie said she believed it was to provide all the options that the town may have with the building.

Task List: Members discussed the tasks that need to be accomplished in the next few weeks, and ultimately assigned responsibility:

Task	**Person Assigned**
Get two or three contractors to walk through the building and give recommendations as to upgrades that may be needed and/or optional (gutters, repairs, load-bearing walls, etc.)	James Lively
Contact multiple mold remediation companies willing to come out to Rowe to give estimates on the cost of handling the mold problem.	Walter Quist
Find out if volunteers can work in the building if they use proper protective gear.	Joanne Semanie
Research Community Preservation Act funding possibilities	Paul McLatchy III, Ellynn Packard

Next Meeting: The next meeting will be on Monday, October 14th at 6:00 P.M..

Adjourn: A motion was made by Ms. Dionne, seconded by Chair Semanie, and passed 5-0-0 to adjourn at 7:35 P.M.

Respectfully Submitted,
Paul McLatchy III
Administrative Assistant to the Boards

Approved on: October 29, 2019

Joanne Semanie, Chair

Loretta Dionne, Member

James Lively, Member

Ellynn Packard, Member

Walter Quist, Member

Attachments:

- Agenda (Meeting Posting Notice)
- Community Development Block Grant FY2018 Awards
- Gracy House FY2019 Expenses
- Gracy House/Council on Aging Budget Memo from Janice Boudreau

Notice of Meeting
Gracy House Committee
Rowe Town Hall, Meeting Room 1
Tuesday, September 24, 2019 at 6:00 P.M.

Agenda:

1. Call to Order
2. Minutes of September 10, 2019
3. Discuss Walkthrough of Gracy House on September 17th
4. Review Budget Items from Executive Secretary Janice Boudreau re: Gracy House and Council on Aging
5. Create/Review Task List and Assign Members to Each Task
6. Plan for Public Input Meeting
7. Other Business
8. Next meeting date
9. Adjourn

Joanne Semanie, Chairwoman
Gracy House Committee

Note: This agenda contains items that are reasonably anticipated by the chairperson of the committee more than 48 hours weekday-hours in advance.

Posted and Filed by Paul McLatchy III at 9:30 AM on Friday, September 20, 2019.

Massachusetts Department of Housing and Community Development
FY 2018 Massachusetts Community Development Block Grant Program
Community Development Block Grant Awards (CDBG)

ADAMS will receive $550,000 to provide renovations to the Memorial School facility.

AGAWAM will receive $799,750 for housing rehabilitation assistance to 17 units, an Aging in Place repairs program to 30 units and a planning project for accessibility improvements to town hall.

AMHERST will receive $825,000 for East Hadley Road infrastructure improvements, planning for ADA Transition Plan, and to provide support for a food pantry, homelessness services, adult literacy, immigrant services and family stabilization services.

ATHOL will receive $643,252 for infrastructure improvements to Marble Street.

AYER will receive $750,000 for housing rehabilitation assistance to 5 units and infrastructure improvements to Prospect and Oak Streets.

BROOKFIELD will receive $800,000 for housing rehabilitation assistance to 5 units and infrastructure improvements to Hayden/Hyde Streets.

BUCKLAND will receive $800,000 for infrastructure improvements to Williams Street and to support a food pantry.

CHELSEA will receive $825,000 for Division Street improvements, housing rehabilitation assistance for 5 units, code enforcement, microenterprise assistance, first-time homebuyer assistance for 9 units and social service assistance to include youth services, ESOL and citizenship training.

CHESHIRE and NEW MARLBOROUGH will receive $998,000 for housing rehabilitation assistance to 25 units.

CHESTERFIELD, CUMMINGTON, GOSHEN, PERU, PLAINFIELD and WORTHINGTON will receive $870,158 to provide housing rehabilitation assistance to 12 units, planning for a senior center and to provide childcare assistance, elder services and a food pantry.

CLINTON will receive $800,000 for housing rehabilitation assistance to 5 units and for infrastructure improvements to Walnut Street.

DENNIS will receive $825,000 to provide housing rehabilitation assistance to 15 units, childcare assistance.

EAST LONGMEADOW will receive $798,882 for housing rehabilitation assistance to 15 units, Housing Authority modernization, planning for town hall accessibility and to provide support for a food pantry.

EASTHAMPTON will receive $798,000 for infrastructure improvements to Admiral Street neighborhood.

EDGARTOWN, AQUINNAH and WEST TISBURY will receive $1,134,472 to provide housing rehabilitation assistance to 20 units and to provide childcare assistance.

FAIRHAVEN will receive $771,697 for infrastructure improvements to Hedge Street

EVERETT will receive $825,000 to provide John Kearins playground improvements, microenterprise assistance to 5 businesses and social service assistance to include homelessness prevention, ESOL, youth services and a food pantry.

GARDNER will receive $825,000 for public facilities improvements including targeted demolition, downtown accessibility improvements, small business technical assistance and social service assistance to include youth services, veteran's services and domestic violence prevention.

GREENFIELD will receive $825,000 for housing rehabilitation to 3 units, targeted demolition, infrastructure improvements, code enforcement, a commercial rehabilitation program and to support a food pantry and elder services.

HARDWICK will receive $800,000 for ADA improvements to town hall.

HUNTINGTON will receive $408,025 for infrastructure improvements to Aldrich Avenue and to provide design for ADA improvements to town hall.

MARLBOROUGH will receive $800,000 for housing rehabilitation assistance to 9 units and for infrastructure improvements to McEnelly and Devens Streets.

MONTAGUE will receive $737,395 for housing rehabilitation assistance to 2 units, rehabilitation of Rutter's Park and to provide social services to include family education, recovery counseling, a meals program and youth leadership training.

MONTEREY, SANDISFIELD AND EGREMONT will receive $1,025,550 for housing rehabilitation for 19 units.

NORTH ADAMS will receive $825,000 for targeted demolition, park improvements, design for Ashland Street, planning for Eagle Street and a theater feasibility study and social services.

OAK BLUFFS and TISBURY will receive $838,871 to provide housing rehabilitation assistance to 12 units and to provide childcare assistance.

ORANGE will receive $800,000 to provide housing rehabilitation assistance to 15 units

ROCKLAND will receive $745,000 to provide housing rehabilitation assistance to 22 units

RUSSELL, HUNTINGTON, MIDDLEFIELD AND CHESTER will receive $1,090,860 for infrastructure improvements to Pomeroy Terrace, planning for infrastructure improvements and to support a food pantry, elder services, adult education and domestic violence prevention.

SHELBURNE will receive $551,066 parking improvements to Deerfield Avenue and to support a food pantry.

SOUTHBRIDGE will receive $825,000 for Central Street parking improvements, commercial rehabilitation assistance for 2 businesses and code enforcement.

SPENCER will receive $555,000 for rehabilitation assistance to 14 units and design for infrastructure improvements.

STOUGHTON will receive $586,141 to provide commercial rehabilitation assistance to 14 businesses.

TOWNSEND will receive $800,000 to provide housing rehabilitation assistance to 15 units and to support a fuel assistance program.

TRURO, HARWICH, EASTHAM and PROVINCETOWN will receive $1,142,813 to provide housing rehabilitation assistance to 20 units and to provide childcare assistance.

WALES, BRIMFIELD AND HOLLAND will receive $806,250 to provide housing rehabilitation assistance to 24 units, planning for a senior housing study and to support a food pantry.

WARE will receive $725,000 for Spring Street infrastructure improvements and domestic violence prevention services.

WARREN, WARE AND HARDWICK will receive $729,420 for housing rehabilitation services to 17 units and to support social services for domestic violence prevention, adult education and community health.

WAREHAM will receive $825,000 for housing rehabilitation assistance for 12 units, housing authority modernization and support for senior outreach, homelessness prevention, Boys and Girls Club, and literacy and transportation services.

WEBSTER will receive $825,000 for Downtown streets infrastructure improvements.

WEST SPRINGFIELD will receive $825,000 for housing rehabilitation assistance for 7 units, Gardner Street infrastructure improvements, code enforcement, planning for the Merrick Neighborhood and support for family self-sufficiency and homebuyer programs, ESOL, camp scholarships and Head Start.

FY

Gracy House Operations		01-5-634-400					
	VENDOR	INVOICE	INV DATE	AMOUNT	WARRANT		$2,000.00
	Reserve Fund Transfer						$2,500.00
							$4,500.00
	National Grid		7/5/2018	$ 40.30			
repair	Fire Equipment Inc	SIN06966	7/17/2018	$ 1,622.76			
	National Grid	July	8/3/2018	$ 39.01			
	National Grid	Aug	9/4/2018	$ 40.03			
	A.R. Sandri, Inc	726456	9/14/2018	$ 18.47			
	National Grid	Sept	10/3/2018	$ 34.99			
	National Grid	Oct	11/1/2018	$ 48.97			
	National Grid	Nov	12/4/2018	$ 70.89			
	A.R. Sandri, Inc	734642	12/3/2018	$ 319.47			
	National Grid	Dec	1/7/2019	$ 66.09			
	A.R. Sandri, Inc	740932	1/16/2019	$ 399.04			
	National Grid	Jan	2/4/2019	$ 59.36			
estimate for mold visit	Sterling Quality Cleaners, inc.	1237	2/15/2019	$ 195.00			
	A.R. Sandri, Inc	748671	2/16/2019	$ 358.00			
	National Grid	Feb	3/6/2019	$ 62.79			
	A.R. Sandri, Inc	754230	3/27/2019	$ 383.94			
	National Grid	Mar	4/5/2019	$ 63.97			
	National Grid	Apr	5/6/2019	$ 57.33			
	National Grid	May	6/5/2019	$ 45.49			
	National Grid	June	7/8/2019	$ 52.26			
				$ 3,978.16			$521.84

F4,19

Gracy House Materials/Supplies		01-5-634-410					
	VENDOR	INVOICE	INV DATE	AMOUNT	WARRANT		
Battery	Fire Equipment Inc.	SIN039953	7/10/2017	$80.25	W2		
vacuum bags	Carmen's Distr Systms	0269421-IN	8/15/2017	23.98	W5		
				$104.23		$ 500.00	$ 395.77

Hi Gracy House Committee,

I hope you enjoyed your "field trip" yesterday!
Ellynn asked for information about the Council on Aging's (COA) budget.

TOWN SHARE:

$3800.00	The Town budgeted for FY2020
$4500.00	Gracy House Operations
$ 00.00	Gracy House Supplies & Materials (had been $500.00 in the past)
$8,300.00	**Total Town Budget**

COA provides The MA State Council on Aging their budget requests for FY2020:

GRANT SHARE:

$2500.00	Franklin Regional Transportation Authority – Tues. rides to town, Medical Appt. rides
$ 150.00	Mileage Reimbursement & MA– Mileage to cultural events only e.g. museum visits
$2650.00	Subtotal
$2600.00	Computer & Printer
$ 100.00	Facility Maintenance/Supplies
$350.00	MA COA Dues
$3050.00	Subtotal
$5700.00	**Total MA COA Request**

Janice Boudreau
Executive Secretary
Town of Rowe
321 Zoar Rd.
Rowe, MA 01367
admin@rowe-ma.gov
413-339-5520 ext.11