

Charlton Community Center Advisory Committee (CCCAC)

July 19, 2022 Meeting Minutes

Meeting called to order at 7:03 pm, Adjourned 9:00 pm

Present: Torben Aabo, Don Schermerhorn, Robin Sevinsky, Jason Nemec, Marty Wilson, Stacey Fantauzzi, David Robbins, James Sevinsky and special guest Laura Lee

Excused: Joseph Volpe, Paul Borisenko, Jenna Smith, Roger Shisler, Thomas Kelly

Building History:

Past Charlton Historian Laura Lee spent an hour with the CCCAC sharing her vast knowledge on the history of the Town Community Center. Laura served 22 years as historian. The Community Center was previously called Knights of Pythias (KOP) Silver Acorn Lodge #279, the KOP's sister order Golden Acorn Lodge #191, and the John W. Taylor Hall. Most information shared was included in an e-mail distributed on June 30, 2022 by Marty Wilson. If anyone doesn't have this information but wants it, feel free to reach out. One common message provided by Laura was the historical significance of this building and how the restoration and preservation of this building is essential to the quality of life in Charlton and to maintaining the town's pride and historic character.

Other items of note:

- Laura Lee provided information on the historic appearance and layout of the building for discussion.
- Laura said there use to be KOP artifacts and information in the vault and the Community Center file cabinet on the second floor. One item mentioned was ceremonial costumes from the sisters.
- Laura has possession of some KOP artifacts, including a ceremonial sword from the sister organization, and will return them to the town.
- The KOP sister organization used the lodge for over 80 years (Golden Acorns).
- The Brookside Museum, sometimes called the Saratoga County History Center maintains significant history on towns located in Saratoga County. However, historical information on Charlton hasn't been shared.
- Laura shared the names of several historians and members of the community who may have additional information on Charlton's history or may have an interest in seeing the community center restored.
- Laura is willing to attend a future meeting as needed.
- Dave Robbins reported that he and Tricia Hasbrouck, secretary to the Supervisor, have explored several organizations for possible grants. The Office of Parks, Recreation and Historic Preservation (OPRHP) and Saratoga Springs Preservation Foundation have not been contacted.

Meeting Minutes:

- The June 15, 2022 meeting minutes were discussed but not approved due to additional changes needed. Robin Sevinsky took an action to update and distribute. Final minutes will be shared with the Town Board.

CCCAC Scope Document:

- The committee conducted a review of the CCCAC Scope document and made final changes. Robin made a motion to approve purpose and scope and Jim Sevinsky seconded. Approval was unanimous. Torben took an action to finalize and provide to the Town Supervisor.

CCCAC Banner:

- The CCCAC banner design was approved. Jason Nemec took an action to order the banner. Though Charlton's tax-exempt certificate won't be used on this purchase, Torben took an action to contact Brenda to get Charlton's certificate for possible future use.

Fund-raising:

- The CCCAC committee decided that a treasurer was not needed for fund-raising activities since community donations will go directly to the Town to manage. Community donations should be made via check to the Town of Charlton payable with a notation that it is for the Community Center restoration. CCCAC Committee member donations (petty cash) will be managed by Jason Nemec to simplify and expedite the process for purchasing some items.
- Plans for the August 2, 2022 fundraising concert were discussed. Dave Robbins and Robin Sevinsky are cochairing the event which begins at 7:00 PM at the Gazebo.
 - o We will have a 50/50 Raffle. Stacey Fantauzzi volunteered to sell raffle tickets. Stacey took an action to purchase tickets. We will also need a sign.
 - o Everyone thought we should keep the menu simple.
 - o Torben was contacting Stewarts for ice cream. (As a follow -up, Stewarts needs three weeks advance notice so no ice cream.)
 - o Everyone agreed on pie, donuts, water, soda.
 - o Jenna to provide pop up, table and chairs.
 - o We will also need trash cans for trash and recyclables.
 - o Discussed getting 200 additional brochures printed to hand out. No changes will be made until a later date. Possibly include a separate sheet in brochure which specifies cash or check only and who to write check donation to.
 - o Set up crew members on August 2nd include: Jenna, Robin, Dave, Jim, Torben, and Marty. The plan is to arrive by 5:30 PM and complete set-up by 6:15 PM. Pre-planning meeting at Gazebo on July 28, 2022 at 3:30 PM to ensure we aren't missing anything. Robin to send out e-mail reminder.
 - o Tear down crew members include: Dave, Marty, Robin.
 - o Everyone agreed we need to communicate the concert more.
 - o Dave was going to check on a rain date.

- Robin will create a detailed plan with owners to minimize confusion.

Architect/Construction:

- The CCCAC committee planned to review the RFP for Architect/Engineering companies but due to the late hour, decided to defer that task to the Architect/Construction Sub-committee. Before adjourning, Don Schermerhorn recommended Balzar and Tuck as an architect and Adirondack Basement for mold mitigation. Stacie agreed Balzar and Tuck was a good firm.

Respectfully submitted,

Robin Sevinsky (July 21, 2022, Updated August 7, 2022)