

MINUTES OF WORKSHOP

SHAKESPEARE SUBCOMMITTEE

JULY 14, 2016

THE SHAKESPEARE SUBCOMMITTEE OF THE BUILDING NEEDS COMMITTEE CONDUCTED A WORKSHOP MEETING ON THURSDAY, JULY 14, 2016 IN ROOM 213 OF STRATFORD TOWN HALL, 2725 MAIN STREET, STRATFORD, CT PURSUANT TO NOTICE DULY POSTED.

I. CALL TO ORDER: 7:10 p.m.

PRESIDING: Chairman Beth Daponte

SUBCOMMITTEE MEMBERS IN ATTENDANCE: Council Members Beth Daponte, Alan Llewelyn, Philip Young; Electorate Members Ken Tigar, Peter Wood, Edward Goodrich, Tom Yemm, Ted VanGriethuysen, Christopher Rooney, Jancee Pust-Marcone, Rep Joe Gresko

OTHERS IN ATTENDANCE: Town Engineer John Casey

DOCUMENTS DISTRIBUTED DURING MEETING

- Photo of inside of theater focusing on the stage
- Bio – Ethan McSweeney

II. WORKING MEETING — Developing requests for proposals (RFP). RFP criteria was discussed: scope of the work for cleaning the entire building with or without basement and loft, wild animals living in walls and ceilings, cordon off loft for protection of items that do not require cleaning, eventually waterproofing the building, health assessment, temporary security, abatement around windows and doors, removing the wooden steps, procuring an architect to develop a bid for this who has experience with older buildings, theaters, or historic buildings.

A MOTION WAS MADE BY MR. ROONEY, SECONDED BY MR. WOOD TO REFER TO THE BUILDING NEEDS COMMITTEE FOR APPROVAL WITH FAVORABLE RECOMMENDATION: (1) A COMBINATION OF ADDRESSING SECURITY, FIRE ALARM AND SPRINKLER SYSTEM TO WORKING ORDER BY THE PUBLIC WORKS DEPARTMENT AND (2) DEVELOP AN RFP FOR ARCHITECT TO DEVELOP PLANS FOR CLEANING, ELECTRICAL, ACCESS, AND WEATHERPROOFING IMPROVEMENTS. THE MOTION PASSED UNANIMOUSLY.

Discussion continued re: creating functional space for renting out, presentable facility for influencing potential partners, artistic directorship, organizational process, organization start-up, non-profits 501-3C, vision, review applications of Arts Coordinator.

III. ADJOURNMENT —Hearing no additional business, Ms. Daponte entertained a motion to adjourn the meeting at 8:25 p.m. A MOTION WAS MADE BY MR. VANGRIETHUYSEN, SECONDED BY MR. WOOD TO ADJOURN THE MEETING. THE MOTION PASSED UNANIMOUSLY.

Respectfully submitted
Carol Cabral, Secretary