

**SHAKESPEARE SUBCOMMITTEE
MINUTES OF MEETING OF JULY 28, 2016
Room 213, Stratford Town Hall**

Members present: Council Members Alan Llewelyn (left 7:48 p.m.) and David Harden; Electorate Members Edward Goodrich, Ken Tigar, Matt Catalano, Tom Yemm, Jancee Pust-Marcone. Councilman Beth Daponte participated by phone.

- Lacking a quorum, at 7:10 p.m. the members present decided to hold a discussion group chaired by Ms. Pust-Marcone.

- Ms. Daponte advised the members by phone that an architect from CIL Corporation toured the Theater building on Tuesday and developed a punch list. CIL is a non-profit corporation based in Hartford that helps municipalities and other non-profits with building projects. CIL will help the Town with an RFP to secure the building. A second RFP will also be needed for cleanup. CIL has not charged the Town for its services.

- Mr. Catalano was concerned about things from the Theater being thrown out when the cleanup is done. Discussion followed about the best way to protect items during cleanup. Suggestions were to remove everything beforehand, tarp and tag items not to be touched, rent a storage container or pod, or put the pod on stage and lock everything inside. Ms. Pust-Marcone suggested hanging the lights from the grid and putting a tarp over them.

- Ms. Pust-Marcone read an e-mail from Mr. Rooney, who could not attend the meeting but sent the following e-mail regarding UI: *"I have made contact with an engineer (Clifford Cronin) from UI about meeting on site to discuss the electric service to the building. He has asked for site plans and a description of the system. I forwarded that to him along with a summary of information Matt Catalano had about a newer 400 amp service that was put in sometime after the 2008 report was prepared. He will review this information and get back to me about a date to meet on site. The question for him at that time will be what is involved both from a technical and cost standpoint in having the lobby function as a separate space for purposes of electric, fire alarm, security and HVAC."*

- The members discussed drafting both a Vision Statement and a Mission Statement and what to include in them, i.e. "a world class theater for the performing arts with opportunities for education and cultural enrichment of the community." Ms. Pust-Marcone will draft both Statements and e-mail them to the members for their comments.

- The discussion group ended at 8:00 p.m.

Respectfully submitted,



Gail J. Nobili
Acting Secretary