

## Urgent CCFM Advisory Board Meeting

Friday, June 6, 2025

In Attendance: Jane Sewell, Dawn Thomas, Judy Fortin, Beverly Humbert, Gabe Zepp

Jane Sewell called the meeting to order at 9:30a

Jane Sewell led the discussion and provided facts and new developments regarding the Caretaker's vacated position

- Former caretaker Joe, held the position since 2001. The position provided living quarters in the Alms House – a 7-room apartment that had not been renovated or updated, other than a lead paint remediation in 2017,
- A recent inspection prior to going out to bid for paint, carpet, etc. revealed additional old lead paint around window sills
- The work was put out to bid to 3 contractors. One of the 3 could do all phases of work, two could not do the lead paint remediation. The cost to do the turnkey job is \$30,000. This included all work except for a new stove, dryer and carpeting. CCFM agreed to cover the cost for those items.
- Facilities went forward to ask to have the bid awarded to the contractor who could provide the turnkey solution.
- Word came back that Justin Megonnell, County Bureau Chief/Facilities Manager, received a phone call from Jason Green, County Deputy Director of Public Works to stop all work, per County Administrator Roberta Windham, citing the cost is too high.
- Further decision by Roberta as relayed through Denise Beaver, County Director of Economic Development (Jane reports to Denise) is that the Caretaker Position is being rewritten as a contractually paid 25 hour per week position. (No on-site housing)

Jane distributed a fact sheet the shows the current duties of the Caretaker. Many concerns surfaced and were discussed about the changes that are coming forward.

They include:

- Having a caretaker on the grounds provides a measure of security. The grounds are always occupied. Rounding is done to insure there are no trespassers. The animals are also checked, and on weekends the caretaker feeds the animals.
- The caretaker, among other duties, opens and closes the appropriate gates and buildings 7 days a week, adjusting for the various events as necessary. The times can vary widely at times.

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- In looking at those duties, the Board could not see how a 25 hour a week position could cover the tasks and hours that are required, and at such a varying schedule.
  - A parallel discussion led by Jane revealed the current staff is doing their best with picking up the caretaker duties but are becoming tired and disillusioned, especially with the potential new developments about this position. It is also costing overtime salaries, and while the staff is getting paid for their time, they are not happy,
  - It appears the Commissioners were not aware of these new developments started by Roberta. Jane asked the Board to come forward with our thoughts and suggestions. After over an hour of very thorough discussions following are the thoughts and positions of those that attended today.
1. The Board strongly believes it is essential to have a Caretaker housed on site, for the reasons discussed above.
  2. The Board has serious concerns that a part time 25 hour a week position could handle the variety of tasks, and satisfy the unique schedule that this position requires.
  3. The Board believes that less money would be spent to renovate the apartment, than for a contractual 25 hour a week position over time.

The meeting came to a close at 10:55a

Respectfully submitted, Judy Fortin

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Discussion Points Regarding the Caretaker Position

1. The Board strongly believes it is essential to have a Caretaker housed on site.
2. The Board has serious concerns that a Part time, 25 hour per week, position could handle the variety of tasks, necessary to satisfy the unique schedule that this position requires.
3. The Board believes that less money would be spent to renovate the apartment than for a contractual 25 hour per week position over time.