

HOUSE AND GROUNDS COMMITTEE
March 5, 2025

Present: Gini Barss, Kathy Berglund, Brandy Carstarphen, Ginny Clifford, Mary Edick, Linda Fraser, Frank Gulinello, Mary Hamblett, Mark Jenks, Michelle Jones, Karen Juall, Barbara Keshen, Marcia Lee, Cheryl Roy, Dana Sansom, Judi Soule, Dick Stevens, Sandra Taylor, Ray Watson, and Dot Young

The meeting was called to order at 10:00 am by Gini Barss who asked all to give a silent prayer for our government and state and for Sara Norberg who had been a dedicated Committee member for many years.

MSV: approve minutes of the February 5, 2025 meeting

Marcia Lee made a motion to elect a Chairperson at this meeting so that the Committee would have a definite leader and further proposed to elect Cheryl Roy as Chair. The motion was seconded by Frank Gulinello. It was noted this was actually two motions. Gini Barss replied the Committee was not yet ready for an election and proposed waiting until after a new head landscaper was hired and the Maintenance X software was in place. Marcia felt the motion should proceed. Frank noted that since the motion had been made and seconded it had to be brought to a vote. A vote was taken of Committee members with the outcome that a vote on electing a Chairperson would not be taken at this meeting.

Brandy reported that in her job as campus administrator she deals with the operations of daily living and she loves interacting with the residents. A resident may make an appointment with her to discuss any specific issue. She looks forward to using the new Maintenance X software which should help with work orders and also include preventive maintenance tasks. There is a spreadsheet that will be for organizational use but not shared publicly. Individual concerns may still be brought to committee meetings. She feels the idea of having resident "Superusers" trained in the software use who can then train other residents in how to submit work orders is a good one but she has not talked with Mike yet about the process. Mark noted there is a fee for each designated user.

Mark Jenks reported he becomes involved in all workings on campus - maintenance, landscaping, and resident concerns. He looks forward to having the software up and running but cautioned there is a lot of information that must be entered into the program. He said dealing with work orders constitutes about 40% of his time so he hopes the software will help in organization. There are currently 12 employees in the department. He has interviewed a lot of applicants for the Lead Landscaper position but many are not qualified. He hopes to hire summer workers.

There are plans for improving lawns. The plowing company will repair areas damaged by their equipment. Residents are welcome to help water newly planted grass seed; the only issue is care about hoses across walkways. Mike is still working with Unitil on what they will allow for improvement. Gini and Dana walked the campus to see where trees were needed and felt there should be some in the 500 area and one in the 300 area. Mike has stated there will be three trees planted on each campus during the Earth Day celebration.

Area Reports:

Lodge: Dot Young asked about plans for repairing the Lodge roof. Mark replied it would be patched. Ideally, he would like to put on a peaked roof but that would be a major expense.

100 Area: Sue Mitchell reported Irmgard Weber had retired from the Committee after many years and introduced Sandra Taylor as replacement. Sue reported the area trash bins had been marked so that residents will know what can be deposited. Mark noted appropriate trash collection has been greatly improved with education by the Recycling Committee.

200 Area: Frank Gulinello introduced Michelle Jones as his replacement on the Committee. Michelle announced that Donna Mae Donahue would be attending meetings as well to report on area issues. Frank reported the 200's residents are anxious for winter to pass. He had experienced a problem with wind gusts blowing his door open but maintenance was prompt to remedy it. He felt snow removal has been sometimes good and sometimes not. He noted too much adverse relationships with staff. He made a motion to reconsider election of a new Committee chair at this meeting. A brief history of the committee was given. There had been talk in the past of having two chairs, one for House issues and the other for Grounds. It was asked if there was a nominating committee; it has just been an informal one in the past. It was decided to bring a slate of possible candidates to the next meeting. It was also agreed that each Area would have one vote unless all areas had two representatives, whereupon they would have two votes. Frank withdrew his motion.

300 Area: No issues reported.

400 Area: No issues currently other than icy spots in the morning.

500 Area: There are puddles on some walkways where pavement is uneven. It was asked about the elimination of names designating parking lot spaces. Brandy reported names were being eliminated from spaces as a safety precaution. There will be "Visitor" signs to designate available parking spaces for visitors.

600 Area: Cheryl Roy asked why there were pink markers on some of the area posts. Mark was not aware of an issue but said he had not yet read last night's security report.

A nominating committee will come up with names for an election of a Chairperson at next month's meeting.

The meeting was adjourned at 10:05.

Respectfully submitted,

Cynthia McLeod