



**OFFICE OF THE TOWN CLERK  
TOWN OF RANDOLPH  
NOTICE OF PUBLIC MEETING**

TIME STAMP:

**Board**

**Committee**

**Commission: Trustees of the Stetson School Fund**

**DATE: Monday, July 17, 2023**

**TIME: 11:00 AM**

**BUILDING: Zoom**

**ROOM:**

**REQUESTED BY: Henry M. Cooke, Chairman**

*ALL MEETING NOTICES MUST BE FILED AND TIME STAMPED IN THE TOWN CLERK'S OFFICE AND POSTED ON THE MUNICIPAL BULLETIN BOARD 48 HOURS PRIOR TO THE MEETING, EXCLUDING SATURDAYS, SUNDAYS AND LEGAL HOLIDAYS (IN ACCORDANCE WITH MGL c. 30A, §§18-25 (EFFECTIVE JULY 1, 2010).*

For Town Clerk's Office Use Only:

Date Posted: July 12, 2023

Posted By: K. McDonald

**LIST OF TOPICS TO BE DISCUSSED**

1. Minutes of Trustees Meeting of June 26, 2023
2. Reports:
  - Quote received from Don Williams Home Improvements for railing painting
3. Planning for CPA Grant funded Repair Projects in 2023:
  - Repair of upper sash on 2<sup>nd</sup> floor window
  - Carpentry Repairs on cupola and windows – finalize Scope and Conditions
  - Plaster Repairs in balcony area – defer til after carpentry work completed
  - Installation of insulation in attic behind stage – combine with carpentry
  - Replacement of HVAC control system – finalize Invitation for Bids
  - Installation of Copper Gutters – need quotes on reduced scope of work.
4. Planning of next steps in transitioning Stetson Hall to license tenancy on first floor.
  - Historical Commission Cleanout of Rm. 124
  - Removal of Office Partitions and furniture from Rm. 124 and Rm. 106
  - Cleaning/Painting of Rm. 124, 121, 106
5. Ongoing Information Gathering:
  - Facilities Manager for Stetson Hall?
6. Other business that may come before the Board.
  - Painting of railing and post system on east entrance porch and walkway – funding from CPA - East Entrance Project Fund Balance
7. Next Meeting: Monday, 31 July 2023 @ 3 pm?

Join Zoom Meeting

<https://us02web.zoom.us/j/83830420265?pwd=b1VpNkRCdC9HUWptdnhjQ2RqckZPUT09>

Meeting ID: 838 3042 0265

Passcode: 312004

Find your local number: <https://us02web.zoom.us/j/83830420265>