

**TOWN OF EAST LYME  
BROOKSIDE FARM MUSEUM  
REGULAR MEETING MINUTES  
Wednesday, MARCH 23rd, 2022**

**Present:** Gary Lakowsky, Chairman, Richard MacDonald, Cheri Meier, Maggi Prokop,  
Robert Seifel,

**Also Present:** Chuck Massung, Friends of Brookside Farm

**Absent:** Dan Cunningham, Ex-Officio

**1. Call to Order**

Chairman Lakowsky called the March 23, 2022 meeting of the Brookside Farm Museum to order at 7:02 PM.

**2. Approval of Minutes**

Mr. Lakowsky called for any additions, deletions or corrections to the February 23, 2022 Regular Meeting Minutes.

**\*\*MOTION (1)**

**Ms. Prokop moved to approve the February 23, 2022 Regular Meeting Minutes of the Brookside Farm Museum as presented.**

**Mr. Seifel seconded the motion.**

**Vote: 5 – 0 – 0. Motion passed.**

**3. Reports**

**+ Agenda Additions**

**\*\*MOTION (2)**

**Ms. Prokop moved to add under New Business – Item #2. Barn Rental**

**Ms. Meier seconded the motion.**

**Vote: 5 – 0 – 0. Motion passed.**

**+ Public Delegations**

There were none.

**+ Ex-Officio**

There was no report.

**+ Curator / Advertising**

Ms. Meier said that she would send this to NEMA if Mr. Lakowsky would send her the information. It was also suggested to advertise on the Town website.

**+ Chairman**

Mr. Lakowsky reported that he has spoken with Ms. Ames regarding web information for them and it was suggested that they hire a web administrator. He asked if the Friends might be able to help them with this.

Mr. Massung said that he thought so and said that he would get back to them on it.

FILED

March 28 2022 AT 9:15 AM/PM  
(Cunningham)  
EAST LYME TOWN CLERK

## + **Financial Report**

### ▪ **Status Update**

Mr. Lakowsky said that the balance in the budget was \$12,807 with the utilities being the latest expenditures.

### ▪ **Presentation of Bills**

There were none.

### ▪ **2022 – 2023 Budget**

Mr. Lakowsky said that he has not been called at all to present the budget so he is assuming that there are no issues with it at this time.

### ▪ **Barn Rental Fees**

Mr. Lakowsky said that he checked with Parks & Rec on what they charge and that they charge less as they really do not have to do anything – there is no having to open the band shell or pavilion or closing it so there really is no comparison to them. He suggested that they raise the hourly rate by \$25 to \$75 per hour with a 4 hour minimum. There would also be the \$50 deposit to hold the rental reservation.

### **\*\*MOTION (3)**

**Ms. Meier moved that they raise their rental rates by \$25/hour to charge \$75/hour with a minimum charge of 4 hours (\$300).**

**Ms. Prokop seconded the motion.**

**Vote: 5 – 0 – 0. Motion passed.**

Mr. Massung said that he would check as he thought that they had the master of the rental agreement application and that he could make the change on it for them. He would let them know.

## + **Collections**

Mr. Lakowsky said that they had two (2) estimates with regard to having the drawings by Steve Marks Hamilton framed. They had one from Michaels for \$374 and the other one from Artisan Framing & Gallery in downtown Niantic for \$377.74. After discussion it was decided that they would go with the local shop as they are in Town and they would like to do business with them instead of going out of Town.

### **\*\*MOTION (4)**

**Ms. Prokop moved to appropriate \$377.74 from collections for the framing of the drawings by Steven Marks Hamilton.**

**Mr. Seifel seconded the motion.**

**Vote: 5 – 0 – 0. Motion passed.**

Mr. Massung recalled that someone wanted to donate some old revolutionary war era clothing but it had been found that it was from a re-enactor and not authentic.

## + **Correspondence**

There was none.

## **4. OLD Business**

### + **Property Maintenance**

- **General Maintenance Report** – Mr. Lakowsky reported that he had met with Ron Bence about the front columns and he said that he would take care of it and also take a look at the basement door.
- **Split Rail Fence** – Mr. Lakowsky said that this has to be put back up.
- **Painting** – Still needs to be done and there is money in the budget
- **Cellar Doorway** – Mr. Lakowsky said that Ron Bence is looking into this.

‡ **Museum Development**

Nothing to report.

‡ **Events:**

- **Open House** – June 11, 2022 – It was suggested that they plan on doing something special that day – perhaps putting out some items from the ‘dig’ – buttons, shards of glass, etc – all in cases.

**5. NEW Business**

‡ **Property Maintenance**

- **Clean Up Day April 30, 2022 – 9 – 12 noon – (Rain Date May 7, 2022)**

Mr. Lakowsky suggested the April 30, 2022 date and said that the Leos want to come. He said that the Lions would like to do 8 AM to 12 noon instead of the 9 AM to 12 noon. The members said that was okay with them.

‡ **Museum Development**

Will Reed and the Archaeology Class would like to come on the following dates:

Thursday – April 7 – Outside tour of the House

Monday – April 11 – Tour of the inside of the House

Monday – April 25 – Restart the dig from where they left off

Ms. Meier said that they usually get started around 7:30 AM – 8 AM

Ms. Prokop said that she would be there.

**\*\*MOTION (5)**

**Ms. Meier moved to approve the three dates as specified above.**

**Mr. MacDonald seconded the motion.**

**Vote: 5 – 0 – 0. Motion passed.**

- **NEMA & CHLO** – No discussion.
- **Web page, Facebook, etc** – Mr. Lakowsky said that he gets two emails per week and that this is something that should be under the purview of and ideal for the Curator.
- **Historical Properties Commission** – Ms. Prokop said that she did not have any report as the meeting would not be until the beginning of April.

▪ **2. Barn Rental**

Mr. Massung said that he would like to rent the barn on July 9, 2022 for a party of about 50 people. He asked what his rental fee would be. He said that he would also like to be able to serve liquor.

Mr. Lakowsky said that as a member/officer that it is \$1.

**\*\*MOTION (6)**

**Ms. Prokop moved to approve the request of Mr. Massung for the rental of the barn on July 9, 2022.**

**Ms. Meier seconded the motion.**

**Vote: 5 – 0 – 0. Motion passed.**

**6. Adjournment**

Mr. Lakowsky called for a motion to adjourn the meeting.

**\*\*MOTION (7)**

**Ms. Prokop moved to adjourn this Brookside Farm Museum Regular Meeting at 7:50 PM.**

**Mr. MacDonald seconded the motion.**

**Vote: 5 – 0 – 0. Motion passed.**

Respectfully submitted,

Karen Zmitruk,  
Recording Secretary, Pro-Tem