

THOMPSON MEMORIAL ASSOCIATION REPORT TO SELECT BOARD & TOWN OF UNION

February 24, 2022

INTRODUCTION:

On January 26th the Thompson Memorial Association provided our initial report. This second report was produced by Paul Raudonat, board chair of the TMA, with assistance from board officers.

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1. STATE OF THE BUILDING: Updated based on new discoveries

We have experienced issues remedying various safety & liability issues due to poor weather and general unavailability of contractors. As we understand we are out of compliance with code, but the Fire Marshall has advised us to move forward with as many safety improvements as possible. As of 2/24 we have not received any notifications, verbal nor written, by either our insurance company nor the Fire Marshall, to alter or cease operations at the building.

The Association voted on 2/23 to continue operations and retain all renters, while continuing to address code-related issues. We do not intend to host any large occupancy indoor events until all code-related issues have been resolved.

Below you will find a summary of concerns with updates relative to Abraham Knight's report on 1/26:

Issues Remedied as of 2/24

1. Damaged gutters on back of gym that are carrying water to the stair well adjacent thrift shop. Gutter has been temporarily repaired although there is still some water leakage, gutter will have to be replaced as a long-term fix.
2. Two windows over the stage that needed to be covered or replaced. Both windows have been covered.
3. Flashing on the front of the building has been replaced. Flashing has been replaced.
4. There are three leaks in the roof. Two in the brick building and one in the yellow building. Leaks in schoolhouse museum and gym have been repaired, leak above old cafeteria will be addressed with drier weather.
5. Stage curtains have been determined to be labeled fire retardant.

Requiring Immediate Attention

1. The fire alarm system in the building is not working. If you pull the alarm nothing happens. No alarms, no lights, nothing. We have placed a \$1,000 deposit (50%) to ensure sprinkler system is tied into monitoring service from Seacoast, so that if sprinklers go off, fire department will be notified. Work to begin ASAP per Seacoast's schedule. A larger system, encompassing new alarms/lights and all associated wiring, that would notify occupants that sprinklers in the building have been activated, is believed to cost around \$32,000.
2. The emergency lighting is in total disrepair. There are nine sets of emergency lights that do not work. Being addressed on 2/28.
3. There are exit lights that are not lit up. One will need to be placed. Being addressed on 2/28.
6. Three exit doors need repair. Two of the three doors have been repaired, third is to be addressed shortly.
7. In crawl space under the area that connects the two buildings we discovered a steam pipe that is rusted through. It is steaming out through a small hole now. The steam pipes are under pressure if it blows out most of the water in the system will drain to there the furnace will shut down. If it is the middle of the night and no one knows the place will freeze up. Maybe it can be patched, maybe feet of pipe will need to be replaced. The broken line is a return line and is carrying hot water back to the boiler. It is leaking and causing the boiler to call for cold water from the well. This makes the boiler to work harder to heat the cold water back up rather than heating hot water. This uses more fuel and an efficiency problem. Estimated cost for repair is \$5,600 from Thayer, we are seeking low-cost alternatives.

2. TMA FINANCES

Below you can see our adjusted draft budget through June, January & February figures are actualized.

2022	January	February	March	April	May	June	TOTAL
NET TOTAL	(\$2,478)	\$6,361	\$1,030	\$1,910	\$1,650	\$2,150	\$10,623
TOTAL INCOME	\$6,605	\$16,405	\$11,200	\$8,400	\$6,000	\$6,000	\$54,610
Rentals	\$1,425	\$1,700	\$4,000	\$4,000	\$4,000	\$4,000	\$20,900
Activities	\$25	\$105	\$300	\$500	\$500	\$500	\$2,100
Thrift Shop	\$155	\$500	\$500	\$500	\$500	\$500	\$2,650
Flea Mkt	\$0	\$0	\$400	\$400	\$500	\$500	\$1,800
Donations	\$0	\$600	\$1,000	\$500	\$500	\$500	\$6,500
Other	\$5,000	\$13,500	\$5,000	\$2,500	\$0	\$0	\$26,000
TOTAL EXPENSES	(\$9,083)	(\$10,045)	(\$10,170)	(\$6,490)	(\$4,350)	(\$3,850)	(\$43,988)
Utilities	(\$8,000)	(\$7,061)	(\$8,000)	(\$5,000)	(\$3,000)	(\$2,500)	(\$36,500)
Insurance	(\$1,008)	(\$1,008)	(\$1,000)	(\$1,000)	(\$1,000)	(\$1,000)	(\$6,000)
R&M	(\$75)	(\$1,216)	(\$250)	(\$250)	(\$250)	(\$250)	(\$8,600)
Licenses	\$0	\$0	(\$400)				(\$800)
Promo	\$0	\$0	(\$100)	(\$100)	(\$100)	(\$100)	(\$700)
Plowing/Landscaping	\$0	(\$760)	(\$420)	(\$140)			(\$1,500)

INCOME:

- We are anticipating rental income to rise as we relocate tenants to optimal spaces and continue to field inquiries for office space & similar usages
- Small occupancy activities are picking up: cornhole group, baseball tryouts, line dancing
- Old thrift shop has been thoroughly cleaned out and shelving sold

EXPENSES:

- Entirely operating expenses: utilities, insurance, and maintenance projects as described above.
- There are several outstanding bills for maintenance projects, since figures for Jan/Feb are actualized they may not be fully representative.

3. TMA PROGRAMMING AND ACTIVITIES

Sharon Caron & Elaine Frost (and volunteers) have been diligently working to re-open the thrift shop (Thompson Treasures) and drive revenue to the TMA. They have recruited a strong team of volunteers, which in addition to operating the thrift shop, has cleaned up many spaces throughout the building, disposing of trash and selling any remotely valuable assets (such as unused shelving). We have continued to keep pricing at the thrift shop low as many shoppers come looking for inexpensive items but have launched a “boutique” tier of items that can be sold for more (such as high quality items, primarily clothing).

We have also opened the building for general open hours, allowing senior walkers from 8-9 AM on weekdays and general use of the gym from 9AM – Noon. Many of the walkers have been using the gym for many years and are appreciative of our efforts to keep the space open, many have volunteered to staff open hours and donated to the TMA.

We continue to hope that going forward thrift shop sales will continue to grow and provide seed money for other fundraisers and community activities. We continue to await further safety-related repairs before we proceed with open basketball nights, flea markets, and other large occupancy events.

4. PUBLICITY & GRANTS

We have continued posting regularly to Facebook in regard to the thrift shop, advertising spaces for rentals, and to attract more volunteers.

Sherry Cobb has worked with Arianna Whiting (from Committee for Future Of The Thompson Center) to determine what grants may be available to us. As of time of writing we have submitted a grant to the local Rotary Club for \$5,000 to help cover some of our identified maintenance projects. Any awarding of funds would not occur until after the town's June vote, we are unable to qualify for any grants that would be awarded prior to June 30.

Sherry Cobb, as lead of our "beautification" committee, is working to develop a beautification plan to improve the curb appeal of the building: executed entirely by volunteers and donations.

5. Strengths, Weaknesses, Opportunities, Challenges

In the past two months or so we have received a tremendous amount of support from community members in Union and beyond. Many folks have contacted us wondering how they can continue to support the space, and we encourage them to let their networks know we have rental space available for businesses, non-profits, and general community purposes. We have received inquiries from the likes of hair stylists, basketball groups, working professionals seeking office space, cornhole groups, folks looking to have birthday parties and other events/parties in the gym, and others.

Unfortunately the on-going uncertainty surrounding not being up to code is having an impact on our ability to operate the building to the fullest. We as a committee voted on 2/23 to cease high occupancy indoor events, which we feel was a critical aspect of our ability to fundraise and offset costs in general in the weeks/months ahead.

Regardless of the state of the building, it is our intention to clean-up and improve the curb appeal of the building as soon as weather allows. The façade was tested and confirmed not to be lead paint and we intend to repair and repaint the façade using volunteer resources. We also intend to repair & paint street-facing window sills. We intend to solicit donations for outdoor landscaping projects including planting flowers and shrubbery to improve curb appeal. Existing landscape design plans exist and we intend to look to them for inspiration.

Our mandate as an organization is to maintain the building until the June vote so the public can make informed votes and facilitate data collection. We believe that our stewardship of the building has allowed the Committee For The Future Of The Thompson Center to collect crucial information in regard to the buildings current status.

In the TMA's opinion, we believe that if the building had its required maintenance projects completed - regarding known maintenance issues tied back to notices in 2018 that were not acted upon - it could indeed be a profitable building capable of filling rental spaces and hosting community events. **The current status of the building - owing to deferred maintenance prior to our management - makes it impossible to extract maximum value from the space at this time.**

We look forward to improved weather in the weeks and months ahead, where utility costs will be drastically reduced and we will be better able to address various issues with the building in regard to maintenance, and improve curb appeal!