

# THOMPSON MEMORIAL ASSOCIATION REPORT TO SELECT BOARD & TOWN OF UNION

April 4, 2022

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

We continue to move forward with necessary maintenance/safety projects as outlined in previous report. We did have the Fire Marshall come for a tour and present 10 violations, we have developed a “correction plan” but it must be OK’ed and signed by the Town Manager as the building is owned by the town and not the TMA.

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

### Issues Remedied as of 4/4

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 / Being Worked On

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. The larger system is in the process of being repaired by a master electrician, he requires notification from the Fire Marshall to proceed (this would save the town roughly \$32,000 to replace the system), and Fire Marshall requires sign off from Town Manager.
2. The emergency lighting is in total disrepair. There are nine sets of emergency lights that do not work. Being addressed.
3. There are exit lights that are not lit up. One will need to be placed. Being addressed.
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 problem is being investigated by Thayer as we are seeking lower cost solutions.

## 2. TMA FINANCES

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

2022	January	February	March	April	May	June	TOTAL
<b>NET TOTAL</b>	<b>(\$2,478)</b>	<b>\$6,360</b>	<b>(\$2,297)</b>	<b>\$1,937</b>	<b>\$1,750</b>	<b>\$2,250</b>	<b>(\$1,312)</b>
<b>TOTAL INCOME</b>	\$6,605	\$16,405	\$9,378	\$8,400	\$6,000	\$6,000	\$52,788
Rentals	\$1,425	\$1,700	\$1,625	\$4,000	\$4,000	\$4,000	\$16,750
Activities	\$25	\$105	\$668	\$500	\$500	\$500	\$2,298
Thrift Shop	\$155	\$500	\$1,685	\$500	\$500	\$500	\$3,840
Flea Mkt	\$0	\$0	\$400	\$400	\$500	\$500	\$1,800
Donations	\$0	\$600	\$0	\$500	\$500	\$500	\$2,100
Other	\$5,000	\$13,500	\$5,000	\$2,500	\$0	\$0	\$26,000
<b>TOTAL EXPENSES</b>	<b>(\$9,083)</b>	<b>(\$10,045)</b>	<b>(\$11,675)</b>	<b>(\$6,463)</b>	<b>(\$4,250)</b>	<b>(\$3,750)</b>	<b>(\$54,100)</b>
Utilities	(\$8,000)	(\$7,061)	(\$8,091)	(\$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)	(\$2,101)	(\$250)	(\$250)	(\$250)	(\$8,600)
Licenses	\$0	\$0	(\$63)	(\$73)	\$0	\$0	(\$800)
Promo	\$0	\$0	\$0	\$0	\$0	\$0	(\$700)
Plowing/Landscaping	\$0	(\$760)	(\$420)	(\$140)	\$0	\$0	(\$1,500)

You can find separate reports indicating expenses & income by transaction attached to this email report.

Our operating balance at time of writing is roughly \$8,500.

### INCOME:

- Rental income unable to grow due to restrictions from Fire Marshall
- Thrift Shop sales increasingly steadily, over \$1,500 in income in March
- Several regular activities that have brought us over our estimates for activity income (cornhole, basketball, baseball, line dancing, & others)

### EXPENSES:

- Entirely operating expenses: utilities, insurance, and maintenance projects as described above.
- There is an outstanding bill from Thayer for furnace servicing which is not reflected in this report, roughly \$2,100, we believe this amount will be lowered

### 3. TMA PROGRAMMING AND ACTIVITIES

On 4/2 we hosted a “clean up day”, focusing on addressing violations noted in the Fire Marshall’s report such as the removal of debris from exit stairwells and other locations. Hundreds (if not thousands) of pounds of garbage was removed, floors, hallways, and bathrooms were cleaned to improve aesthetic appearance of the building. Many volunteers are folks who have been renting space in the gym (cornhole group, basketball group, baseball group), their efforts are incredibly appreciated and turnout from the public was impressive. Folks who have never been in the building despite living here for decades continue to be astounded by the opportunities the space provides. Many have noted the building is seemingly in better condition than other similar buildings that offer similar community services & spaces.

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 – largely unchanged from 2.24.22 report**

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

There continues to be a lot of interest in the building from the general community, but the recent Fire Marshall report (which specifically stated we cannot allow anymore renters) has dampened our ability to fully leverage the space.

Our future efforts will largely be focused on continuing to address maintenance/safety issues at as low a cost as feasible, while improving curb appeal through outdoor beautification efforts, which will be funded entirely by donations and volunteer labor.

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, improving curb appeal.