

# M I N U T E S

## OCF FIXED ASSETS COMMITTEE

**February 14, 2022 Via Zoom**

MEETING CONVENED AT 11:10 AM after difficulties with the Zoom link

### **Present**

Committee members: Sandra Bauer, Kevin Levy, Ruby Bauske, Craig Smith

Liaisons: Dennis Todd – LUMP/Path Planning, Alexis Mattock - BUMs

Staff: Kirsten Bolton, Executive Director; Mark Malaska, Asst Exec Director; Corey St. Germain (Redd), Operations Manager.

Other Attendees: Paxton Hoag, Aaron Kenton & Firecat Tom, Ann Bennett-Rogers, Tom Gannon, Cynthia Peachey.

### **Minutes Review and Approval**

The Minutes of the January 2022 Committee meeting were approved by acclamation of the Committee.

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### **Staff and Liaison Reports**

**BUMs (Alexis):** For the composting barn at Outer Limits, the architects' report is due on Wednesday. After he has received it, he can figure costs, prepare the design, and start the county permit process for construction. Kirsten asked about the design meeting. Alexis responded that Kirk Shultz is working on how thin the concrete pad can be to reduce costs.

**LUMP/Path Planning (Dennis):** From Dennis' emailed report:

My report as Path Planning liaison is that the committee did not discuss any substantive issues of interest to FAC.

As LUMP liaison, I can tell you that we fine-tuned the location of the compost barn at Outer Limits. Soil testing has been done. Solar surveys and Recycling traffic patterns showed that the best location is what is known as Site 4, east of the house, a bit south and east of Site 4 on the map.

The project is on a short schedule but could be done.

Ann Bennett-Rogers believes that there has been so much ground disturbance there from agricultural activities that archaeological concerns should be minimal.

**Peach Power (Peaches):** Peach Power is working on the electrical power capacity on site, and planning to bring the Hub up to code. They submitted a proposal in the capital projects process for electrical improvements at the Hub..

**Executive Director (Kirsten):** Welcome to Redd (Corey) St. Germain, the fair's new hire as Operations Manager. He has extensive experience at the Fair including early years with JYDs. The new Site and Facilities Manager, Sierra Macomis, will start on February 28.

- Septic tanks through the Fair properties will be pumped out this week by Best Septic, under Redd's supervision. Then, the septic system at the old winery at Outer Limits will

be tested for use by Durables Crew for cleaning and sanitizing utensils. Discussion followed about how the Durables operations may limit other uses of the winery building. Kirsten responded that the operation shouldn't take up too much space during the fair, and that off-season storage could be a trailer, not inside the building. Paxont agreed with breaking down the durables operation every year, but doesn't think operating out of a trailer is workable. Tom asked if there was a trailer already purchased for Durables storage. Kirsten responded that the Durables materials are now in the conx trailer at Durg's Green. She has no plans to move a trailer to Outer Limits for this purpose.

- The discussion then moved to events that could be held at outer Limits. Ann suggested that as we plan events, the proposal needs to consider the need for toilets. Alexis responded that a septic pump and septic improvements will be needed up at Outer Limits if additional flush toilets are added.
- AJ asked for an update on the application process for overnight events on Fair property. Kirsten responded that currently applications are solicited for work parties only for ALL properties. Participants must be vaccinated and have their vaccination status verified.
- Ruby asked if the number of issues surrounding use of Outer Limits would require an Outer Limits Subcommittee of the FAC. Sandra responded that it's too early to make firm decisions and we must stay flexible. Aaron suggested that this discussion fits under the Alternate Uses of Outer Limits Subcommittee. She really likes using the winery building for multiple purposes with the Executive Director's OK.
- Aaron asked if there are plans to board up the old residence at Outer Limits. Kirsten responded that it will happen as soon as the site crew is staffed up. There are plans to pull grapevines, and they can work on the boarding-up of the house.
- Ruby suggested that the Fair alert the care-takers at Outer Limits of plans for work parties on Outer Limits in advance, as they may affect the care-takers' use of the trailer (due to noise, dust, etc.). Aaron stated that the Recycling has turned the compost in its current location after each Fair. Paxton stated that Recycling should get the equipment they need to handle the composting work. Kirsten responded that equipment such as tractors are already in place for composting operations.
- Kirsten explained that the care-takers at Outer Limits were invited by the previous Site Manager to watch over the winery properties a few years ago. They moved their trailer onto the property, and still remain there. There is no written agreement about the arrangement. Paxton noted that the Fair pays for their electrical power and internet.
- Kirsten reported that capital projects will be finalized by the Budget Committee this week, and go to the Board for approval at the March 7 BOD meeting. The Budget Committee is focussing on projects that are absolutely necessary to produce the 2022 Fair.

### **Old Business**

#### **RESIDENCES SUBCOMMITTEE:**

**Rehab of residence at Dug's Green:** Sandra reported that \$30,000 was requested as a capital project to fix up the house at Dug's Green as a residence. The Budget Committee countered with \$10,000 to \$15,000 to fix primary issues for use as a crew meeting place and operations center

during Main Camp and the Fair. Kirsten added that the back room is the location for the staging of radios by the Communications Crew, and that house is not planned as storage. Kevin noted that the smaller budget allocation could cover the costs of fixing the electrical system and basic plumbing repairs, but it would not make the building appropriate as a residence. Sandra asked Kevin to get written quotes for the electrical and plumbing work that fit into the new lower budget.

**STORAGE:** AJ reported that he talked with Tom Landfeer who stated that the best location for long-term storage on the original Fair properties is the WareHouse area. That location is less complicated w.r.t. obtaining construction permits due to its land-use designation. The Storage Subcommittee is doing research on the need for additional storage, including the use of trailers at Dug's Green.

**FAIR STAFFING:** Kirsten reported that the new operations and site staff will focus on permitting and capital projects needed to produce the 2022 Fair. She requests that Sierra Macomis be added to the next FAC agenda for a Site and Facilities Manager staff report. Sandra asked for a walk-through of the Fair properties with Sierra in her first month at the Fair.

### **Review of Action Items and Deadlines**

**Next meeting** Monday March 14, 2022, 11 AM to 1 PM

### **Meeting evaluation**

none

### **Adjournment**

Meeting adjourned at 1:00 PM

*Minutes by Ruby Christina Bauske*