

TOWN OF WALPOLE, NEW HAMPSHIRE
HOOPER TRUSTEES MEETING
MAY 16, 2024

Hooper Trustees Present: Cheryl Mayberry, Chair; Steven Dalessio and Carolyn Vose

Staff Present: Sarah Downing, Manager of Administration, and Sue Bauer, Recording Secretary

CALL TO ORDER: Ms. Mayberry called this Hooper Trustees meeting to order in the Walpole Town Hall at 7:35 PM.

HOOPER TRUSTEES MINUTES

Hooper Trustees Meeting – May 1, 2024: Mr. Dalessio moved to approve the Minutes of the Hooper Trustees meeting of May 1, 2024. Seconded by Ms. Vose. With Mr. Dalessio, Ms. Vose and Ms. Mayberry in favor, the motion was approved.

PUBLIC BUSINESS

Hooper Education Fund: Mr. Dalessio moved to approve the April, 2024 Reimbursement to the Town of Walpole from the Hooper Education Fund for \$7,334.50. Seconded by Ms. Vose. With Mr. Dalessio, Ms. Vose and Ms. Mayberry in favor, the motion was approved.

Hooper Maintenance Fund: Ms. Vose moved to approve the April 2024 Reimbursement to the Town of Walpole from the Hooper Maintenance Fund for \$2,065.19. Seconded by Mr. Dalessio. With Ms. Vose, Mr. Dalessio and Ms. Mayberry in favor, the motion was approved.

Hooper Garage Door: Rich Kreissle met with Keene Door today and put together a summary. Helen Dalbeck asked for a quote for a garage door for the garage/shed building behind main building. Although one quote was requested, Keene Door provided two quotes via two emails with no subject lines. There were no locations in the quotes. The primary difference was the size. Mrs. Dalbeck didn't realize there was a difference and signed the quote for the larger and more expensive door to fit the main building. Nothing was said by Keene Door even though Mrs. Dalbeck had clearly stated she only wanted one door and that was for the shed. The down payment of fifty percent was paid. Today the door was delivered. It was for the main building. Ms. Mayberry will contact Keene Door tomorrow.

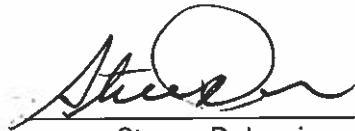
On our side there were two issues. There should have been a purchase order signed by the Hooper Board or the Trustees before the deposit check was written, and Helen needs to be converted to the same systems as the rest of the Town computers. Mrs. Downing will address the IT issues.

ADJOURNMENT:

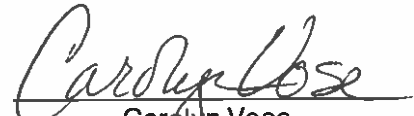
Ms. Mayberry moved to adjourn this Hooper Trustees meeting. The meeting was adjourned at 7:57 PM.

Respectfully submitted,
Sue Bauer, Recording Secretary

Cheryl Mayberry, Chair



Steven Dalessio



Carolyn Vose

(Note: These are unapproved Minutes. Corrections will be found in the Minutes of the next Hooper Trustees meeting.)