



Thursday February 17, 2022 @ 6:00 pm
30 Main Street, Saugus
Meeting Minutes

- Meeting called to Order @ 6:02 pm

Attendance: Donna Sordello, Sue Palomba, Michael Pelletier, and Maureen Whitcomb

(James Alcott arrived at 6:32 and was in attendance for duration of the meeting)

December 16, 2021 - Minutes – Maureen motioned to approve minutes and Donna 2nd the motion

Motion passed 4/0

Treasurer Report - December 2021 & January 2022 - Donna motioned to approve December and January bank statements -Michael 2nd the motion

Motion passed 4/0

Executive Directors Report: Bryan presented 2 months of the studio's report...stating that December had 8 meetings 14 productions in studio, 22 volunteer members, also 2 special events for Christmas Tree Lighting and Saugus River Watershed and there were 11 sporting events. January had 7 meetings, 11 productions, 27 volunteer members and 17 sporting events.

Bryan wanted Board to know that a pipe in the Belmonte School burst, currently SCTV's equipment was not damaged, Bryan showed the board pictures of all the damage in building, he recommended not having a meeting there while equipment was still wet and will be checking the issue and equipment during the week.

Bryan noted that he and the staff are in the process of completing an annual report that is requested by the BOS yearly, this is a compilation of studio events and happenings for the year.

Bryan will submit an entry for the "What's Cookin" show and the entire series for an award. Also, will submit to Alliance Media for an overall award.

Old Business: Continued discussion regarding rental of the building to private events for 20 or less people.

Donna stated if we collect any money from rentals we are 'subletting', and the question is where does that money go. We are a tenant & nonprofit and income from rentals will create more issues, SCTV would need to get attorneys involved and get BOS approval. Donna recommend we stop and 'rental process' and not move forward.

Fire Captain Scott Falen came to look at the building to make sure there were at least 2 egresses in case of an emergency, Scott also mentioned the significance of the parking lot that is not equipped to handle 20 cars, other than that, he had no other issues. Donna did not think this was a good idea being a non-profit organization, Mike P. suggested they meet with the Saugus Historical Society Board to get their opinion to discuss a rental agreement for the building. Sue would like to pursue the rental discussion with the SHS, and she stated she will move forward with proper documentation

and work with the Executive Director. All Board members agreed that SCTV needs landlord approval and proper insurance in place for renters.

(Mike made a motion to allow SCTV to rent out building with a maximum of 20 people per rental with landlord approval)

Donna was not in approval of this motion, Mike was not in approval prior to speaking to SHS Board.

Jim Alcott voted yes; Maureen voted yes & Sue Palomba voted yes

Motion passed 3/2

RE: Saugus Historical Society and SCTV regarding the amortization of the building – Bryan stated that an email has been sent to Laura Eisener on Sept 23, 2021, from Jeff Ciccolini for their attorney's review:

Now that the construction is complete, we needed to come up with an amortization schedule to determine how many years SCTV will be at 30 Main Street.

Below is what Selectmen Jeff Ciccolini has determined.

Please see below and discuss with your Board and/or Attorney Chang.

"Total construction costs of just under \$1mm would, in my opinion, cover 20 years of free rent at \$50k per year. Now given SCTV pays 100% of landscaping, snow removal, insurance and pretty much all utilities (other than \$400 a year paid by the landlord) that is considered payments in lieu of rent which add to the annual rent cost in addition to \$50k per year over 20 years in depreciation. I would ask them to amend the lease term so it covers 20 years total which will provide 50k a year in depreciation plus the additional costs the station will pay for.

SCTV has not heard back from Saugus Historical Society at this time, Donna will discuss this with Ms. Panetta to see where SCTV's stands with the new lease

Budget Review:

Bryan reviewed the budget with the BOD that will be presented at the next BOS meeting to be approved and continue to Town Meeting then will be reviewed and accepted by Finance Committee and back to BOS for appropriations. Bryan and Mike P. will review the adjustments that SCTV Board suggested and will complete a final draft within the next few days.

Donna asked about quarterly reports that were requested by the BOS...Bryan will send this report starting in March 2022

Mike made a motion to adjourn that was 2nd by Jim A. – Meeting adjourned at 7:33 pm