

St. Paul Church Parish Council Meeting Minutes
August 20, 2019 ... 6:30 PM
St. Paul Rectory

Present: John Taglianetti, Kevin McKinzie, Mike Powell, Andrea Kanfer, Joan Dreger, Kathy Brunelle, Ethel Reed, Derek Pirruccello, Bob Price, Roseann Ward

Other Parishioners Present: None

Absent: Peter Crump & JoHanna Polcaro

Attachments: Meeting Agenda

John Taglianetti offered the opening prayer. After the opening prayer John suggested that a different council member offer the opening and closing prayers at each subsequent meeting. The Council Members agreed and Kevin McKinzie will lead the opening and closing prayers at the next Parish Council meeting.

Opening Comments: There has been considerable activity since the last Council meeting in April including moving the mass location to the church hall to escape the heat upstairs. Of significance was the departure of our previous custodian and the arrival of Luke O'Donnell. The Council Members unanimously offered their appreciation for the work Luke has been doing and requested that Luke be allowed to reside in the rectory for as long as he chooses to do so. His presence at the Rectory is greatly appreciated. Each of the other summer activities were addressed during the meeting and covered below.

Property Survey Update: The property and wetlands surveys are complete. The original 1960 survey map along with the current survey maps are posted on the bulletin boards at the back of the Church Hall. The main church property has increased over the years with additions from the Albanese family. More significantly, Brian Florek (Surveyor) discovered during his research that we own a separate piece of property on Granite Court. It is located on the left side as you enter the Granite Court. Dave Cooley (Engineer) has laid out a building area based on town setback guidelines, located a potential well region, and detailed the sewer connection to Rope Ferry Road. That site plan is also posted on the Church Hall bulletin boards. Dave Cooley is continuing his work identifying residential building sites with potential well and septic system regions. This work is expected to be completed by December 1st.

Post Meeting Note: As discussed at a meeting with the Waterford Planning Director (Abby Piersall) on August 20th, John Taglianetti delivered a copy of the Granite Court property site plan for review for compliance to town regulations. This was done on August 21st. Ms. Piersall said it was not necessary to submit the site plan for formal review and approval, but it is an option if we choose to do so for a fee of \$50.

Fr Mark has explained that Diocese approval is needed before any property can be placed on the market. Fr Mark will schedule a meeting with the appropriate Diocese personnel and the Bishop to discuss the sale of property.

New Pastoral Council Members: Since our last Parish Council meeting in April Brian Majeski has stepped down from the Council. We currently have two openings for Council Members. The Council Members were asked to think about potential candidates to fill those vacancies. This will be on the next Council meeting agenda.

Committee Reports/Assignments:

Prayer and Worship - Kathy Brunelle attended the following meetings:

- There was a follow-up Confirmation meeting with Fr Mark on May 9th at St Mary Star of the Sea Church. Agenda items included program timing and preparation as well as regular planning meetings for how to avoid last minute changes.
- There was a meeting on June 10th to determine the 2020 Sacrament schedule. It was decided Confirmation will be held at St Joseph Church on May 1st; First Reconciliation will be held at St Paul Church on March 28th; and First Communion will be held at St Mary Star of the Sea Church on May 17th.
- There was a Confirmation Planning meeting on August 14th at St Mary Star of the Sea Church to discuss music, Penance for the candidates, and the retreat for Confirmation candidates. It was decided that the retreat will be held on April 25th.

There was some back-and-forth discussion about bilingual Communion and Confirmation Masses. Although much can be said for inclusion and integration of multiple languages that surround us, there is anecdotal information that some families with small children are leaving St Paul parish to avoid bilingual masses with the rationale that it takes away from the significance of the Mass for their children who do not speak Spanish. No consensus of opinion was reached at this meeting.

Kathy expressed her appreciation for the participation of the St Brendan the Navigator Cluster Choir members who sang the National Anthem at the July 31st CT Tigers Game. Even though the weather was not the best, the time spent together was priceless.

There was discussion about the lack of Eucharistic Minister and Altar Server volunteers. The Council Members agreed that the software tool that allows volunteers to review the upcoming schedule and to sign up ahead of time is excellent. The number of volunteers using the tool and volunteering has been disappointing. Speculation expressed was this is happening because of the summer months. Bob Price agreed to send an email to all volunteers and to remind them of the openings coming up and to verify the accuracy of his email listing. Bob sent that email later that evening after the Council meeting concluded.

Christian Formation - Andrea Kanfer provided the following report:

- On June 9th eight students graduating high school were acknowledged, called up to the Sanctuary and presented a gift basket during the 10:00 Mass by Father Tony.
- On June 30th the "Let's Go To The Beach" Pancake Breakfast (second in a series) followed the 10:00 Mass. Approximately 70 people enjoyed the food and festivities. Fr Tony gave a most beautiful Grace.

Human Concerns & Social Justice - At the April 26th Council meeting Mike Powell agreed to serve as the Chair of this subcommittee.

- A drive of hygiene products for St Vincent de Paul Place was held during the month of June. Mike coordinated the needs with St Vincent de Paul Place personnel. In July the donated items were delivered. Mike reported the show of appreciation was overwhelming and recommended more parishioners participate in the delivery of these donations so that they, too, may experience the appreciation shown by those in need. Mike felt this experience would be beneficial in building a more caring Parish and perhaps increase Parish sponsored donations to other organizations. The Council Members discussed this and agreed that when we delivered donated items again consideration would be given to involving more parishioners in the delivery process.
- A brief discussion was also held about establishing a schedule for donation activities for the coming year and Mike took the action to consider that approach.

Buildings and Grounds - At the April 26th Council meeting John Taglianetti agreed to serve as the Chair of this subcommittee. John gave a summary of the following key issues:

- Air Conditioning System - We are collecting bids for replacing the air condition system. The latest supplier visited St Paul Church in early August to take measurements and discuss our needs.
- Heating System - At the April 26th Council meeting John reported that our new HVAC (Heating, Ventilation, and Air Conditioning) contractor (AIR TEMP) was scheduled to make the repairs to Air Handlers #1 & 3 3-way control valves. This repair was scheduled for May 20th. However, the repairs could not be made because the technicians reported the presence of asbestos which prevented them from disturbing the piping. But while at St Paul they replaced a faulty boiler vent valve. Also while there, they examined more closely the valves previously identified as needing repair and discovered that valve repair kits were no longer available. After several phone calls and a site visit by AIR TEMP personnel we received a quote for \$25,997 in lieu of the original quote of \$1,167. The difference in the scope of work was the replacement of three 3-way valves instead of the repair of two 3-way valves and the asbestos abatement services of an outside firm from Massachusetts. The segregated cost for the asbestos abatement was \$9,360 of the \$25,997. Since then we have received a quote after a site visit from a more local firm for \$1,900 to perform the asbestos abatement. Regardless of the reduced cost for asbestos abatement, the cost to perform the repairs to the heating system as we know them today would be approximately \$18,500. The plan of attack for our heating system was to make the necessary repairs and then to focus on the layered heating system controls. See Note below.
- The tree stumps will be ground up next week. This work is necessary to eliminate the safety hazard of people walking and tripping off the stumps and protruding roots.
- Windows - Of the twelve Church windows John has installed lift springs in five making it much easier to open. Four windows cannot be opened as they are nailed shut from the outside with aluminum siding and are too high off the ground to be reworked without professional help. Three windows still need lift springs installed and glass panes to be replaced. These windows will be addressed shortly.
- Parking Lot - Luke continues to trim trees and brush around the parking lot perimeter. Three handicap parking places in the back of the church have been allocated and painted.
- Floor Tiles - Luke continues the work of replacing the floor tiles. Considerable progress has been made to date and the remaining tiles will be replaced as time allows.

The possibility for setting up a day or evening for volunteers to assist Luke in cleaning the Church prior to resuming masses upstairs was discussed. The types of cleaning efforts included but are not limited to vacuuming the rug and vestibule area, washing and wiping down the window sills and walls below the windows including the base-ray heating, and wiping down the pews and kneelers. There was general agreement that this would be a beneficial effort. John Taglianetti took the action to send out an email and solicit volunteers.

Note: John Taglianetti told the Council Members that he has discussed with Fr Mark the need to do something about repairing the heating system before this winter and the air conditioning system before next summer. John told the Council Members he is confident that Fr Mark understands the need to take action even though the Parish does not currently have the money to make those repairs. Fr Mark is considering the available options before scheduling a meeting with the appropriate Diocese personnel and the Bishop to discuss the need to make these repairs and the sale of the property.

A suggestion was made that we have a monthly 'capital improvement' offertory collection to assist with making repairs to our HVAC and to make other critical repairs.

Goals or Objectives for the Coming Year - The purpose of this discussion was to discuss and accept actionable goals or objectives for the coming year.

- Hold monthly Parish Social events similar to the Pancake Breakfast and St Patrick Day dinner. In the near term a Pasta Supper is still being considered.
- Add two more Certified Food Protection Manager Program certified by Ledge Light Health District located at 216 Broad Street in New London to enable the additional social events.
- Host an open house for parents on the first night of the Faith Formation Classes.
- Offer Luke O'Donnell the option to remain in the Rectory for as long as he chooses and space remains available.
- Hold Q&A informational exchanges with parishioners to solicit actionable steps to improve the parish.

In addition, it was mentioned that a goal should be to increase the number of Parishioners and to increase the weekly offering. However, there were no specific actions that could be identified to accomplish those objectives. They can only be realized by with successfully accomplishing the goals and objectives identified above. A recommendation was offered to hold Parish information exchanges to answer questions and to get feedback from the parishioners about what they consider important to improve and grow the Parish. Kevin McKinzie offered to assist with these meetings if and when they are held. John Taglianetti took the action to discuss this with Fr Mark.

New Business:

- The 1000 club will end with the December 1000 Club meeting.
- A Volunteer Appreciation Luncheon will be held at Ocean Beach Port & Starboard on September 29th.

- The Supporting and Engaging Resources for Action and Change (SERAC) organization has offered to hold information meetings at St Paul Church. SERAC is offering a Congregation Assistance Program (CAP) that trains individuals in faith-based organizations in behavioral and mental health issues and the local community resources available to people seeking help with these concerns. Participants learn the signs, symptoms, and impact of common addictions and explore ways to assist and refer a person in distress. The Council Members agreed that St Paul should pursue this program and consensus was that Saturdays afternoons from 12:00 to 3:00 would be the most appropriate time slot.
- With the school year starting next month, a reminder that the church building will be closed/locked as those not involved with Faith Formation will not have access during class time.
- The next Cluster Pastoral Council Meeting is currently not scheduled but is expected to take place at St Paul Church Hall in early November.

Action Items:

- John Taglianetti took the action to send out an email and solicit volunteers to assist Luke in cleaning the Church prior to resuming masses upstairs was discussed.
- Mike Powell took the action to investigate establishing a schedule for donation activities for the coming year.
- John Taglianetti took the action to discuss holding Parish information exchanges to answer questions and to get feedback from the parishioners about what they consider important to improve and grow the Parish.

Next Meeting Schedule & Agenda Items: It has been agreed to plan for a meeting every 4th week of the month going forward. The next Pastoral Council Meeting is scheduled Tuesday, September 24th at the Rectory beginning at 6:30.

Joan Dreger led the closing prayer.

These minutes were prepared by John Taglianetti and approved by the Parish Council via email on August 26th, 2019.

St. Paul Church Pastoral Council Meeting Agenda
August 20, 2019 ... 6:30 PM
St. Paul Rectory

Agenda Topics & Allotted Time*

Opening Prayer	(2 minutes)
Opening Comments ... John Taglianetti	(5 minutes)
Diocese Audit ... JoHanna Polcaro	(5 minutes)
Property Survey Update ... John Taglianetti	(5 minutes)
New Pastoral Council Members ... John Taglianetti	(5 minutes)
Subcommittee Reports/Assignments:	
• Prayer and Worship ... Kathy Brunelle	(5 minutes)
• Christian Formation ... Andrea Kanfer	(5 minutes)
• Human Concerns & Social Justice ... Mike Powell	(5 minutes)
• Buildings and Grounds ... John Taglianetti	(10 minutes)
Goals or Objectives for Coming Year ... Open Discussion	(30 minutes)
New Business ... All	(30 minutes)
• Spaghetti Supper ... ?	
• Other Parish Events ... ?	
• Other Items ... All	
Parishioner Questions, Concerns or Suggestions ... All	(5 minutes)
Action Item Review	(3 Minutes)
Next Meeting Schedule & Agenda Items	(3 Minutes)
Closing Prayer	(2 Minutes)

* The **Allotted Time** is the time targeted for completing **Agenda Topic** discussion. The Pastor, Chairperson, or Vice Chairperson will have the option to allot additional time for discussion or to table further discussion as deemed appropriate.