

Approved, April 9, 2024

TOWN OF FERRISBURGH
MINUTES OF MEETING OF THE BUILDING MAINTENANCE COMMITTEE (BMC)
Tuesday, March 26, 2024 @ 5:30 pm
Held at the Town Offices and on Zoom

Members Present: Red Muir, Rick Kerschner, Silas Towler

Absent: Carl Cole, Craig Bunten

1. Meeting was called to order at 5:32.
2. **MINUTES** of March 19, 2024, meeting were approved on **MOTION** by Silas, seconded by Rick.
VOTE: All in Favor.
3. **Brown Church:**
 - **RFP** - All agreed that the RFP circulated by Clark Hinsdale after the last Select Board meeting was good and that the RFP Review Committee could be the BMC or selected members of the BMC with some others added. Red recommended that a Select Board member be on the RFP Review Committee. Rick commented that, at Clark's request, he had sent the Secretary of the Interior's Standards for Rehabilitation to the Town Clerk to include in the Brown Church RFP packet.
4. **Union Meeting Hall:**
 - **Window Progress** - Rick talked with Jim Hunt. The windows are progressing well. About 80% of the glass is in and glazed. Some of the panes were too narrow for the openings and about 20% of the glass is new. Jim is keeping all new glass panes in the same sashes. Sashes containing new glass panes will be noted in the report and be mounted high in the large composite windows so the viewer at floor level is looking out or in through original, or at least older glass. Jim and Miles Jenness are communicating directly to coordinate Jim's and his painter's work on the window frames during the Spring and Summer with Miles' restoration of the roof structure.
 - **Historic Preservation Easement** - Meg Campbell, Preservation Trust of Vermont (PTV), sent the first draft of the *Grant of Historic Preservation Easement* to Ashley who requested the BMC's assistance in circulating it for review and comments. Laurie Curler attached the property deed and several associated quit deeds from the Town Records. Rick attached photographs of each façade of the building. Rick distributed the easement by email and asked Silas to invite the Ferrisburgh Historical Society review it as well. Once the package is completed, it will be sent to Kevin Kite, the Town's lawyer for review and then to the Select Board for comments. A final document will be prepared by the PTV based on the Town's input and then signed by both the Town Select Board and the PTV.

- **Vermont Heavy Timber Work Commencing** - Miles Jenness crew will begin work repairing the roof structure around the middle of April. Red reported that the Select Board has requested temporary construction fencing be erected around the building and that a portable toilet be rented for the duration of the work and Miles has agreed. Red reported that the restroom door is swollen and will not close and he asked Miles to address that.
- **Insurance** - Red will ask Pam to check the UMH insurance policy to see if it covers replacement cost for the historic structure to be rebuilt to historic easement standards. If not, we need to get a price for a policy with that coverage. The policy should also cover volunteers working at the site such as those who may build the front deck as an in-kind grant match.

5. Window Washing Bid:

- The bid from Donahue Window Cleaning was reviewed. Red will meet with Donahue to determine just what window surfaces will be cleaned, both sides of storms and permanent windows? Red will also check with the last contractor who cleaned the windows in 2022 to see if they wish to bid (cost \$2500).

6. Parking Lot Paving:

- The BMC recommends to the Select Board that the Town pave and line all three parking lots and the west road to Aiken Farm Development this year, or establish a multi-year schedule to pave all three lots.

7. Budget Review: Rick reviewed the Building Maintenance Committee Budget spreadsheet with Allison. She will send him updates at the beginning of each month. The most recent budget sheet was reviewed and it was noted that it did not show any invoices paid for the actual refinishing of the floors in October of 2023. Rick will inquire as to if invoices have been submitted and paid.

8. Old Business: None

9. New Business: None

10. Next Meeting: TUESDAY April 9, at 5:30 PM at the Town Hall, in person and on Zoom.

11. Meeting Adjourned at 6:43 on **MOTION** by Rick, seconded by Silas, **VOTE:** All in Favor.

Respectfully Submitted,



Richard Kerschner, Committee Clerk