

Approved, April 23, 2024

**TOWN OF FERRISBURGH**  
**MINUTES OF MEETING OF THE BUILDING MAINTENANCE COMMITTEE (BMC)**  
**Tuesday, April 9, 2024 @ 5:30 pm**  
**Held at the Town Offices and on Zoom**

Members Present: Red Muir, Rick Kerschner, Silas Towler, Carl Cole,  
Absent: Craig Bunten

1. Meeting was called to order at 5:34.
2. **MINUTES** of the March 26, 2024, meeting were approved as amended on **MOTION** by Rick, seconded by Silas.  
**VOTE:** All in Favor.
3. **Brown Church:**
  - **RFP** – Rick attended the Selectboard meeting and reported that they had finalized details on issuing an RFP to purchase the Brown Church. After review by the town attorney, it will be posted in the Addison Independent with proposals due in 30 days. The Selectboard will open, review and discuss the bids. They will contact the BMC if they need any information or assistance reviewing the proposals. Rick asked if the Secretary of the Interior’s Standards for Rehabilitation of historic buildings had been added to the RFP package. Clark stated that they were included.
4. **Union Meeting Hall:**
  - **Window Progress** – Red talked with Miles who confirmed that he and Jim Hunt were coordinating work on the window frames and the roof structure so both projects could progress simultaneously this spring and summer. Rick and Carl will visit Jim next week to view the window restoration and discuss progress.
  - **Historic Preservation Easement** – Rick briefed the Selectboard on the Preservation Trust of Vermont’s (PTV) draft easement and explained that the information in their board packet was just for their information at this time. Silas expressed concerns about the breadth of the draft easement as it appears to include the entire building, inside and out, as well as the property that includes the town green. Rick, Ashely and Silas are collecting comments and will talk with PTV to obtain guidance on what should be included as encumbrances. The updated draft easement document will be reviewed by the town’s attorney before submitting it to PTV who will then prepare the final easement for the Selectboard’s signature.

- **Vermont Heavy Timber Work Commencing** - Miles Jenness' crew will begin work repairing the roof structure next week. Red will ensure permits are posted, turn on water for rest room and remind Miles to rent a Port-a-let and put up the orange safety fencing as requested by the Selectboard. Miles will trim the restroom door so it closes properly.

- **Ashley's UMH update** – was circulated to BMC members by email prior to the meeting and is attached to these minutes.

**5. Window Washing Bid:**

- Red will talk with Donahue to determine what window surfaces are covered in their bid. He contacted Blue Sky that washed the windows 4 years ago and they will submit a bid.

**6. Parking Lot Paving:**

- Red will discuss with John before the next meeting.

**7. Budget Review:** Rick shared Alison's latest BMC budget update. The BMC ended FY23-24 with a \$3,815 carryover. The \$70,000 24-25 budget allotment was posted on 10/17/24.

**8. Old Business:** None

**9. New Business:** Red met with Bill Wager to discuss early plans to expand the fire hall. They are hoping to nearly double its present size to eventually expand their service area. Act 250 approval and a wastewater permit were discussed. Red and Carl will meet again with Bill for further discussions.

**10. Next Meeting: TUESDAY April 23, at 5:30 PM at the Town Hall, in person and on Zoom.**

**11. Meeting Adjourned at 6:15 on MOTION by Carl, seconded by Silas, VOTE: All in Favor.**

**Respectfully Submitted,**



Richard Kerschner, BMC Clerk

Ashley's UMH Progress Report 4/9/2024 4:47 PM  
Good evening!

I won't be able to make it to the meeting tonight so I wanted to send an update on things:

**Lintel:** I have reached out to Jenna a few times to discuss the lintel. There is a different reviewer for the Paul Bruhn Grant (which is who would be reviewing the work to the lintel) and I wanted to clarify what if any different "thresholds" existed for the information that we would need to provide. Based on the review process for the Save America's Treasures grant we will need to get plans from Bob in hand because although he provided some recommendations, they did come with some level of uncertainty as to if we would need pins or not as he would need to study the lintel further. I believe that the NPS would require that we have a definite answer to that question before submitting a proposal for review. I hope to have an answer from the PTV soon and have been keeping Rick in the loop on the conversation. If they concur that that is the path we should move towards funding is available through PTV to hire Bob.

**Deck:** Over the next few weeks, I hope to connect with Craig and my husband at the UMH to come up with a final plan for the deck so that we can put a supply list together for the Committee to review before it is ordered. Per my conversation with Zoning a permit is not required from the Town but we will need a permit for the Fire Marshall. Once we have a supply list and the final cost, I can put together a Permit for review by the Committee as well.

**Electrical/Plumbing Upgrades:** I'm heading out of Town April 19th through April 30th and once I'm back I plan to set up a time to get the various contractors at the UMH to tour the building. I will keep the Committee updated on the meeting date.

**Truss Work:** Vermont Heavy Timber is now set to begin next week at the UMH. I'm going to be there tomorrow for a meeting and will make sure our items are not in their way so that construction can begin!

Thank you, Rick for the list of grants. I will definitely take a look at those as some of them look promising! Did anything ever come of the "Town Energy Audits" that would then open up the opportunity for funding for energy-related upgrades? I believe the Energy and Climate Committee was working on this?

Thanks,

Ashley LaFlam  
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