

Approved, April 11, 2023.

TOWN OF FERRISBURGH
DRAFT MINUTES OF MEETING OF THE BUILDING MAINTENANCE COMMITTEE
Tuesday March 28, 2023 @ 5:30 pm
Held at Town Hall and remotely

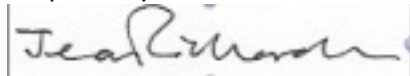
Members Present: Red Muir, Carl Cole, Jean Richardson, Rick Kerschner

Also Present: Ashley LaFlam, Kurt Haigis, Lindsey Brown, Steve Boucher.

1. The Committee was called to order by Red at 5:31 pm and quorum determined
2. **Minutes** of March 14, 2023 were approved on **MOTION** of Rick, seconded by Jean.
VOTE: All in Favor.
3. **UMH Report on Second Exit:** Steve Boucher reports that the hardware should ship on Friday and he hopes to be able to install it by next week or week after. Andy needs to rough in wiring, and get the inspection done, so Red will meet with Steve and Andy on site on Thursday. The door is almost finished. Committee agreed that the door would be painted. Red reports that John will do backfilling when snow is all melted around the building.
4. **UMH Roof Work:** Steve reported that he had not been able to check the roof, but would do so this week, and would remove the rest of the bags of old insulation.
5. **UMH Windows:** Rick provided a detailed report compiled by Jim and ready to submit to the NPS. Carl commended Rick for helping facilitate this detailed report. Red signed the Report following committee approval. Change Order approved, to be submitted to the Selectboard for signature next week, on **MOTION** of Jean, seconded by Carl. **VOTE:** All in Favor.
Carl will finalize the second Change Order.
MOTION to approve Invoice of \$535 from Rift Cut for Storm Windows deposit, made by Jean, seconded by Rick. **VOTE:** All in favor. **Jean will forward Invoice to Deb.**
6. **Town Hall Floors:** Silas reported that he is waiting for Contract back from Danaher. Red verified that the Paquette quote for containers on site is a total of \$550. We have one estimate of \$7,000 for moving furniture etc, and Paquette will also provide an estimate. Pam will work from the Highway Department while the floors are being refinished. Scheduled for second week of September.
7. **Slate Roofs monitoring and maintenance:** Jean reported that Black Rock Slate will do the monitoring and maintenance. Carl and committee completed the information requested.
8. **Radon Monitoring:** Jean reported that she and Pam have installed the four radon cassettes, two in the Town Offices and two in the Brown Church. These will remain in place for 3 months. These are free from the state.
9. **Town Emergency Generator:** Red welcomed Kurt Haigis to the committee and described where we are with the informational Generator Report dated January 5, 2023, from B.C. Johnson.
Jean will send Kurt a copy of this Report. Kurt is taking the lead on working with the School on Generators, Emergency and Back up, and MOU with Vergennes. Kurt will review materials and report back to committee.
10. **Town Energy Resilience Program:** Kurt described the Program. Related to Act 172. \$45million Federal dollars available. Grant funds could help us with more than one building. Grant of \$4,000 available for outreach. Arabella is working on the \$4,000 grant which is due April 1. Potential for \$500K to implement energy savings system such as for the UMH and upgrades possibly for Brown Church for heating efficiencies, for work to be done in Spring 2024. Discussed Investment Grade Audits. **Kurt is tracking this and will report back.**

11. **Town Hall Basement Mold Risk Assessment:** Red reports that he is waiting to hear from Grange Worthy Master about moving some old materials from basement. **Red will follow up and continue monitoring and removing some stored materials.**
12. **Town Center Wastewater System:** Carl reports some progress. There will be a meeting at the Town Offices on Friday at 1:30 with engineers from Otter Creek Engineering.
13. **Brown Church:** Red reports that Paul is still in the process of moving items from the building. Jean and Rick reported that they had attended an excellent meeting last week of the Town Center Committee with Let's Grow Kids staff, on site, led by Didi Harris. Didi felt that the basement of the Brown Church would be ideal as a Child Care Center. Good light, 3 exits, two bathrooms, and the larger of the two bathrooms could easily be modified to accommodate adequate facilities. Require one toilet for every 15 people. The number of children allowed is determined by number of square feet per child. 35 square feet per child minimum but 50 square feet preferred. Thus about 24 children could be accommodated given an estimate of 1200 square feet of useable open space. Let's Grow Kids would not use the upstairs at all. So the town would need to find another use for that. Didi will send us links to the required state standards for licensing a Day Care, and related materials and they will work with the town on both building related issues and potential funding sources and getting the word out of a potentially new space for much needed Child Care. Didi will send us the name of the person who is the Child Care Licensor for this area of the state. **Bonnie will keep us in the loop. Jean will send Kurt the Fuss and O'Neill Environmental Reports.**
14. **New Business:**
 - Jean raised the issue of a need for the Town to have a Capital Budget Plan. General discussion. **Jean will send Kurt the VLCT Template, and copies of Capital Plans completed by the Towns of Richmond and Hinesburg as examples for us to work on.**
 - Ashley reported that the NPS is requested finer detail on building renovation. **Miles, and Rick will work to complete these.**
 - Ashley asked the committee to consider using berms or plants instead of fences at the UMH. Red reminded everyone that there is essentially no space for berms or plants, especially along the east side. Maybe along the north boundary, but that we cannot afford to decrease parking space. **Jean will send Ashley the legal Plat of the Parcel.**
15. **Next Meeting: TUESDAY April 11, at 5:30 pm in person and on Zoom.**
16. Meeting adjourned at 7:00pm on **MOTION** of Rick, seconded by Jean. **VOTE:** All in Favor.

Respectfully Submitted



Jean Richardson, Committee Clerk.