

## **BROOKLINE MEETINGHOUSE COMMITTEE**

### **FINAL MINUTES**

Meeting Date: Tuesday, November 28, 2023, at 5:00 PM @ Brookline Town Office

Members present: Lee Anne Parker, Dan Towler, Kerry Bourne, Julia Duke, Jon Ballou

Lee Anne brought the meeting to order at 5:10 PM.

Lee Anne moved to accept the minutes of our Nov. 6 meeting without amendment. Julia seconded. All were in favor.

Julia reviewed the details of our scheduled Dec. 16 "Holiday Sing-along" at the Meetinghouse. She handed out flyers she has prepared for distribution. Event to take place at 5:00 PM on Saturday, Dec. 16. Attendees will enter through the front doors of the sanctuary, which will be cleared of snow and ice if necessary. Members of the Committee will greet arrivals inside the doors. Cookies and mulled cider will be offered just inside the sanctuary. The meeting room, kitchen, and bathroom will be closed to the public.

Amy Cann has graciously offered to lead the singers on the organ.

There will be no admission charge, but donations will be encouraged. Singers are urged to dress warmly as the building will be unheated.

Event will be advertised on Front Porch Forum, the Brookline List-Serve and the BMH Facebook page. Sandwich boards will be put out at the Hill Road triangle and at the BMH.

Committee members are urged to show up at the BMH on Monday, Dec. 4 at 1:00 PM to decorate the building with lights, candles, holiday paraphernalia. DT will furnish a step-ladder.

The year-end mailing has arrived in Brookline and Newfane mail-boxes today ("Giving Tuesday"). The total cost was approx. \$400 for printing and \$200 for postage, for a 5 ½" X 8 ½" card. Letters will go out to prior donors outside the mailing area.

Kerry reported that the foundation rebuild is basically complete. He showed us photos of the work. There is still site clean-up and restoration to do, some of which may have to wait until spring. Members expressed gratitude for the quality of the workmanship and appearance of the new foundation.

Howard Cutler has indicated he would love to bring his band of musicians back for a second annual Summer Party at the BMH. The exact date will be determined at a later time when people's schedules are more well known. The Select Board has approved funding similar to last year (\$1,000) to cover the expenses.

The rest of the meeting was devoted to consideration of the 22-page Conditions Assessment received recently from Jon Saccoccio, AIA of JAS Associates in Brattleboro, which was completed with funding help from the Preservation Trust of Vermont. (Continued)

## BMC Minutes (continued)

Members reviewed the findings in each section of the Assessment. As Mr. Saccoccio noted, the assessment only identifies areas of the building that need attention “to bring the building back to a state of equilibrium, specifically work that prevents further degradation of the existing building and allows the building to function properly... and does not reflect the total cost of a full building rehabilitation which would likely involve structural upgrades, plumbing and electrical upgrades, life safety upgrades, ADA upgrades, etc.”

In its discussion, the Committee only made it through about half the report, with the rest to be taken up at our next meeting. There was discussion of whether the metal roof on the wood annex needs to be replaced (pp. 6-7) or simply sealed and painted. Also, under “Exterior Siding, Woodwork, and Paint” (pp. 7-9), the exterior paint on the brick portion of the building, including the belltower, is described as in “Good Condition”. It was noted that this assessment was made from the ground, without an adequate examination of the 50-foot high belltower. Members did not get to the portion of the report on “Interior Moisture” (pp. 13-14) which is identified as a “HAZARDOUS” condition, with “FURTHER EVALUATION” recommended. The Committee will begin discussing this section in full, along with subsequent sections on “Modernization” (pp. 15-17) and the priority list of improvements recommended (p. 21) at our next meeting. We will prepare a complete list of our responses to the report for the Select Board when we are finished with our study and evaluation of it.

In general, we are glad to have this report and the information in it. It brings us one step closer to the preparation of a comprehensive plan for the rehabilitation of the Meetinghouse.

Next meeting was scheduled for Monday, Dec. 11 at 5:00 PM @ the Town Office.  
Julia moved to adjourn at 6:42. All were in favor.

Respectfully submitted,  
Daniel Towler