

## BROOKLINE MEETINGHOUSE COMMITTEE

### FINAL MINUTES

Meeting Date: Monday, December 11, 2023, 5:00 PM @ Brookline Town Office

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

Lee Anne brought the meeting to order at 5:07 PM. Minutes of Nov. 28 meeting were reviewed. LAP suggested a couple of minor changes, which were agreed upon.

SD moved to approve minutes as amended, LAP second, all were in favor.

Julia reviewed final arrangements for the planned Holiday Singalong at the BMH on Dec. 16.

Members along with the Carrs and Julie R. decorated the hall on Monday, Dec. 4. Final preparations will occur on Sat. morning of the event beginning at 10 AM.

Lee Anne & Stuart agreed to greet entrants. Jon said he & Vanessa would prepare mulled cider.

#### Continuing review of **Saccoccio Conditions Assessment** –

An invoice for \$1,000 for the completed assessment plus an additional \$59.97 for mileage and printing & copying was emailed to DT on Dec. 11. The invoice was dated 11/30 with a due date of 12/30. It was agreed that we need to address a few questions to Mr. Saccoccio to clear up some inaccuracies in the assessment before we can submit the invoice to the SB for payment. Lee Anne will take up these matters in a phone call to Mr. Saccoccio.

The Corrective Actions called for under the sections on **“Site & Drainage”** and **“Foundation”** will be substantially taken care of with the construction of the new foundation under the “Addition”, and subsequent site work that remains which includes regrading under the eaves to direct water away from the building.

Re: condition of **“Roofs”**, Kerry noted that the ridge cap on the sanctuary needs to be replaced. This was deemed to be a “High priority”. On the addition, “metal roof replacement” was deemed not necessary, with repair and repainting a sufficient remedy.

Under **“Exterior Siding, Woodwork and Paint”**, the BMC considers painting of the belltower and front doors of the MH to be a high priority, in addition to repair and repainting of the siding and trim on the addition.

Under **“Masonry”** it was agreed that mildew cleaning could be an “in-house” project at virtually no cost. We feel that “Crack Monitoring” and repointing of mortar joints could be moved from Medium to Low priority.

**“Windows & Doors”** on the addition are described as in “Fair” condition. Members agree that refurbishment (sash restoration) on all 11 windows on this section should be at least a “Medium” priority. Storm windows to protect these windows from further deterioration (for which we got an estimate from Continental Screen & Glass in August, 2021) should be added as soon as we can get them. Doors on the addition also need refurbishment, with new storm doors added, but whether doors will be retained in their existing locations needs to be determined before money is spent to restore them.

## **BMC Minutes 12/11/23 (continued)**

Re: “**Interior Moisture**”, members agree this issue needs further evaluation and immediate remedial attention. We would like to identify and consult with at least 2 or 3 experts on this issue, possibly including the one (Pete Yost) recommended by Mr. Saccoccio, before plotting a course of corrective action. This process should be initiated ASAP.

The section on “**Modernization**” beginning on page 15, which includes code compliance, accessibility, and energy efficiency, along with “Preservation Strategies and Cost” on page 20, will be taken up at our next meeting. We also want to review and possibly revise and make some additions to the list of priorities on page 21.

Next meeting was scheduled for Thursday, January 4, 2024 at 5:00 PM at the Brookline Town Office.

Stuart moved to adjourn at 6:40. All were in favor.

Respectfully submitted,  
Daniel Towler