



**1879 Perkinsville Schoolhouse Committee
Wednesday, October 20, 2020 6:30 PM
at 1879 Perkinsville Schoolhouse
1862 Route 106, Perkinsville VT
Meeting Minutes – Draft**

1. **Call meeting to order:** 6:40 by BJ Esty, Chair
2. **Roll Call:** BJ Esty, Chair
Committee Members: Matt Keniston, Beverly Savage, Alison Roth and Dottie Richardson.
Absent: Karen McGee
Guests: Ray Stapleton of Weathersfield Department of Public Works, Chris Whidden, manager of Parks & Rec
3. Approve minutes from previous meeting – August 31, 2020 – tabled until next meeting.
4. Financial Report – BJ will get a financial report for our next meeting.
5. Questions for Ray Stapleton, WDPW Supervisor. We discussed the issue of the furnace alarm to be set up using TDS phone line, also questions of snow removal and maintenance of the building. Bev Strobel spoke of the need for plowing and clearing a path of snow to the front door for Food Shelf users. Until the building gets the Official Occupancy OK, the Food Shelf cannot use the back door ramp to allow in the general public. There is also the issue of people with mobility issues, Bev and Matt noted that the Food Shelf Volunteers will need to bring food out to those who cannot make it up the front steps. Dottie said this is something volunteers (she is one) had started to do in the beginning of the Covid-19 pandemic.

RE: the Ramp, Matt noted it is all done, it will need a final inspection. Once any final fixes are made, then we will receive a full occupancy permit which allows for 50 persons or less at a time in the building. BJ asked Ray about getting the path to the Ramp paved, Ray said it could be done next summer. If we wanted to do it sooner he suggested getting a small company to give us an estimate and see about getting it done that way.

Re: the alarm, Ray had contacted TDS last spring, and they checked the lines then to make sure they were operating. Ray found out he should wait until Fall to pursue setting up the alarm. As it is now Fall, Matt will call TDS and be in touch with Ray once he does to get the alarm established in the building.

Other questions on maintenance: BJ asked how we should set up maintenance from the town once we dissolve this Committee and go to a different kind of group of overseers, a Friends of the Perkinsville Schoolhouse committee. Ray suggested this was a select board question, they need to figure out the needs of the building and how the town will do maintenance. Matt advised that people who are on the future committee should be people who are familiar with how to take care of an historic building. Ray suggested coming up with a list of ideas on how to care for it, make a list of things that need to be checked or done, and how often they should be done. For example, fire extinguishers should be checked once a month, the alarm should also be checked. Outside of that we need to have something written up on how to maintain and care for an old building. Matt agreed this was important – he noted that we had to spend \$25k we didn't plan for on a mold problem in the building, a result of closing up the building and not caring for it for five years. And people who didn't know better put latex paint over gloss paint on the

walls. There need to be rules and guidelines established so people in Maintenance and the Highway Department care for the building properly. We can't expect them to know automatically.

Chris Whidden, who just took over Parks and Recreation this month, was invited by Ray to this meeting. They are doing an inventory of all town property this month. BJ and Dottie gave Chris and Ray a tour of The Schoolhouse building before they left the meeting.

6. Old Business

- A. Matt K. Update Bids for Electrical & Painting. Matt called John Arrison to do the wiring in the North Classroom for new lights so we could move forward on painting. John did the work and the lights are quite bright! There are a few little things that still need to be done, some of the light switches for example, but the main project of getting lights on for painting is completed.

Matt also called the painter Rich Pierce for an estimate. He estimates it will be between \$4-\$7k to complete the painting. Matt will call other painters as well. We will need to go to the Select board to get approval of the painting needed to be done; we can get three bids for the different rooms of the building if need be. BJ said she could put an announcement on Facebook to attract a painter that way. A solo operator could have general liability insurance, said Matt, to satisfy the town's requirement.

Our committee could have a Zoom meeting to make a decision on who to use once we have the bids in.

Work Dates have been on hold due to Covid: Matt will have a few Saturday volunteer work dates, he can call on a few people who are willing to work with him. They can easily social distance in the room in order to get the work done. Matt will put a to-do list together. BJ offered that she and John could come up some night to work. BJ and Matt talked about getting soapstone countertops. BJ found a town purchasing policy which she gave to Matt.

- B. Alarm system – see above discussion with Ray Stapleton.

- C. Transfer of Funds from FY20 - BJ said it ended up that the Select Board did not approve transfer of any funds, they did not approve any rollovers for this year. Dottie questioned what this meant, and BJ said it meant that the \$3,016 we had not used went back into the general town surplus, it's no longer a line item for us.

1. New Business

- Historical Grant – was sent in on time. Matt and Alison spoke about the coordination efforts involved between deForest Bearse, Alison, Matt and Brandon, the town manager. Brandon emailed the grant off in time, and sent in the photos.

2. Open Floor

BJ called Brandon about the telephone line, bids for electrical work.

We will need to go to the board to get approval of the painting needed to be done.

3. Set Next Meeting Date and Agenda – will take place in January, it may be a Zoom meeting, that is to be determined. Agenda will include Financials, review of electrical work and painting, alarm system.

4. Adjourn – Matt moved to adjourn, Bev seconded. All in favor.

