Brooks Academy Minutes, October 28, 2020

Online via GoToMeeting

**Attendees**: Commission Members David Spitz, Peggy Rose, Janet Cassidy, Sandra Hall, and Museum Director Marie Zahn. Absent: Deborah Miller

**Guests**: Linda Cebula and Christine Joyce

The meeting was called to order at 9:36 a.m. by Chairman David Spitz.

**REORGANIZATION**: On motion by Sandra Hall, seconded by Janet Cassidy, David Spitz was re-elected as Chair. Ayes: Sandra Hall, Peggy Rose, and Janet Cassidy. Abstention: David Spitz.

On motion by David Spitz, seconded by Peggy Rose, Sandra Hall was elected Clerk. Ayes: David Spitz, Janet Cassidy and Peggy Rose. Abstention: Sandra Hall.

On motion by Sandra Hall, seconded by David Spitz, Peggy Rose was elected Vice-Chair. Ayes: Sandra Hall, David Spitz, Janet Cassidy and Peggy Rose

**PUBLIC COMMENT**: None

**APPROVAL OF MINUTES**: Peggy Rose reported that no minutes are available at this time. She will be working on minutes from October 5, 2019, January 23, February 19, and September 30, 2020.

**UPDATES ON STRUCTURAL ENGINEER’S DESIGN WORK FOR BUILDING FOUNDATION**: David Spitz reports that in July the Town Administrator and Town Engineer had not made much progress. After consulting with Griffin Rider, David contacted Sarah Korjeff at the Cape Cod Commission who recommended several structural engineers. David reached “Structures North” from Salem who inspected the building and based on his verbal report was authorized to do the preliminary design. He provided David with a draft report showing that the brick and stone on the historic part of the building needs serious attention. He has now drawn a plan that shows replacing all the walls in the older section with a concrete foundation. This will require supporting the building and digging underneath, providing 4-foot walls for the new foundation. Consensus among staff, including Sean Libbey and Griffin Ryder, was that it would make more sense to excavate to 8 feet for a full basement since the building will be supported either way. David hopes to have cost estimates ready to present to the Community Preservation Committee (CPC) in time for their Friday, October 30th deadline for submission of applications.

The structural engineer has provided three options:

1. Simply do the 4-foot wall with no additional basement.
2. Extend the excavated section from the new section straight across so that about half of the existing area with no basement will be excavated.
3. Excavate the entire area except for a small area near the columns where he will “bench” it to make sure he is not affecting the structure supporting the columns.

Griffin Ryder and Sean Libbey both support the idea of the third option and believe it will be of benefit to the town to have the additional basement area. David reports that all three options will include the pit for the Low Impact Low Use Elevator (LULA).

Guest Linda Cebula questioned why we would do only the 4-foot excavation when the desire was to move archives into the basement and out of the upper levels; and she asked whether we should even provide the 4-foot option to CPC. Ms. Cebula stated that the building is woefully lacking in space and urged the Commission to go forward with the proposal for the full excavation. Following discussion, the consensus of the Board was to proceed with the full option. Upon motion by Sandra Hall, seconded by Peggy Rose, the Board voted unanimously to support Option 3 – Full Excavation to the Community Preservation Committee. Ayes: Janet Cassidy, Peggy Rose, Sandra Hall, and David Spitz.

**STATUS OF 2020 CPC FUNDING APPLICATION**: David has all the materials needed to complete the application and will finish putting them together for submission. David reports that Sarah Korjeff has also identified three potential Massachusetts grants that we should pursue, and he will include that information with the CPC application.

**OLD BUSINESS**: None.

**REPORT OF THE MUSEUM DIRECTOR, ACTIVITIES**: Museum Director Marie Zahn reported that the last Farmers’ Market for the 2020 season was held on October 1st and that the total head count for the season was around 2200 people.

Columbus Day saw the closing of Museum season. Only the Crowell Barn was open this year. During the 12 weeks it was open, we had around 200 visitors all of whom complied with all Covid requirements. Some funding was received through donations and gift shop sales.

On October 3rd, Duncan Berry led about 25 people on a guided tour through Pine Grove Cemetery. Funds were raised through ticket sales and donations. The event was very well received and resulted in a wait list for the event which will likely be repeated in the future.

**APPROVAL OF EVENTS**: None

**APPROVAL OF BILLS**: None

**OTHER BUSINESS**: Peggy Rose reported that the Historical Society hopes to open the Gift Shop on Saturdays between Thanksgiving and Christmas.

**NEXT MEETING**: Tentatively scheduled for December 9, 2020 at 9:30 a.m.

**ADJOURNMENT:** The meeting was adjourned by the Chair at 10:02.

Respectfully submitted,

Sandra B. Hall

Sandra Hall, Clerk

Brooks Academy Museum Commission

Approved 12/16/2020