Minutes of meeting of

**BROOKS ACADEMY MUSEUM COMMISSION**

WEDNESDAY, 15 Feb. 2023

**Attendees**: Commission Members: David Spitz, Janet Cassidy, Sandy Hall, Debora Miller, Lynne Zalesak

**Guests:** HHS President Sally Cormier

**CALL TO ORDER** The meeting was held at Town Hall and called to order at 9:30 by Chairman David Spitz

**PUBLIC COMMENT** none

**APPROVAL OF MINUTES** Minutes for Sept 3, 2022 and Jan. 4, 2023 were approved. Motion to approve both made by Sandy Hall, seconded by Lynn Zalesak.

**OLD BUSINESS**

Chairman David Spitz gave a status report on the renovation work on the Brooks Academy Museum building.

Good news is that the construction is doing a good job.

Bad news is that we are way over budget because of “extras.”

• quite a bit of rotted sill

• common cement block wall between ‘new’ section and original section will probably have to be replaced with a poured concrete wall. (Awaiting to hear on this from structural engineer.)

We are therefore either $50,000 or $200,000 over budget.

This will most likely mean going back to Town Meeting for more money, or to a special Town Meeting.

David also brought up the placement of the ramp. Should it go back where it was or shoul dit go to the front of the building where the entrance would be under the columns. If it goes back where it was, it would eventually be in the way of the elevator.

David reported that the CPC liked the presentation made by the preservationist, they approved the project ($640,000) plus an extra $50,000 for new storm windows if that is what the historic preservationist recommends. Vote was 8-0.

He is optomistic that an increase in money will get approved at Town Meeting.

Worst case scenario, if more money is not approved, the new foundation will mean the building is safe but that the HVAC system will not be completed and the building will have to sit vacant for a year before we can go back to TM or to CPC again.

Heating system: The boiler failed in the course of the project and there is currently no heat in the building. The water is not working either, so there is no sprinkler system.

Sandy mentioned that the Finance Committee has a reserve of funds. Could that be called on?

David will check with Sean Libby to see where that stands and to get an estimate of costs for a new one.

So, problems include concrete wall, putting ramp back, architect forgot to include damp proofing (est. $5000) Under the ramp entrance was a solid concrete ramp that had to come out, cost $8000 to remove it.

Sandy made a motion that on behalf of the BAMC she would contact the chairman of the Finance Committee to see if we could get an emergency transfer of money to repair or replace the boiler at Brooks Academy.

2nd Lynn Zalesak. Passed unanimously.  
Sandy commented that we need a cost estimate. David will contact Sean Libby for a price. Sandy will contact Peter Hughes of Finance Committee.

**NEW BUSINESS**

We must keep going on the exterior of the building: Finishing this project, getting the prjects donw that CPC has approved. Town was going to do new roof, gutters, and downspouts. There might be work needed in vicinity of columns.

Interior: wall repairs, possible elevator

We need to have a full discussion on how the building will be used. How many exhibit rooms, will artifacts be kept in the basement?

It is likely the building will not be open this summer.

It is important to keep HHS and the building in public eye:

Art Week for Harwich Center Cultural Council, barn, programs that don’t include the building, people doing programs.

Discussion followed on interior needs of building. Lynn Zalesak pointed out that timing is crucial. They can’t put up an exhibit if it has to come down right away so that more interior work (windows) is done.   
Questions need to be answered:

How big a priority is an elevator?

If storage is going to be moving to the basement, how does the basement need to be finished to accommodate that?

How many exhibit rooms will be upstairs?

Summing up: We will pursue a boiler For now ramp go back where it has always been and deal with future new entrances at a future time.

CPC articles will go to TM.

Sandy Hall asked for clarification on budget for building. Would a transfer of funds for boiler go into Sean Libby’s budget, David confirmed that it would.

Sandy made a motion to authorize the Chair to submit an emergency request to the Finance Committee pending information from the Finance Committee as to whether that is a possibility.

2nd by Deb Miller

All in favor—unanimous.5-0

David noted that contruction is on schedule and should conclude by original end date in April.

Calendar: Next meeting March 22nd 9:30 at Town Hall.

Motion to adjourn: Sandy Hall

2nd Lynn Zalesak.

Respectfully submitted,

Janet Cassidy, Secretary

Approved 22 March, 2023