May 29th, 2025, Addison Town Hall Building Committee Minutes

Present: John Spencer, Bob Schatz, Levi Barrett, Michael Hollis, and Chris Stackhouse.

John opened the meeting at 6:34 PM. There was no public comment. The minutes from April 22,2025 were moved for approval by Levi, second by Michael, 5 yes, 0 no.

The committee next discussed the request for proposal (RFP) that the Selectboard had approved for repairs to the Town Hall belfry and roof. The main task was to assign dates to the document for contractors to submit questions, view the work with a site visit, and the deadline for submittal. Michael had made a few simple revisions for clarification. Others suggested several more revisions as well. Michael made the revisions during the meeting with his laptop and emailed the final draft to the committee.

The Town website will have a complete description of the scope of work, under the Town Hall Building Committee page. Chris volunteered to have emailed questions from contractors sent to his email. Only a general description will be included in the RFP, to save money. Bids will be submitted via email or mail to the Town Clerk by 5:00 pm on July 14th.

Bob had missed a meeting where the committee had decided not to pursue an RFP for painting the whole building. One estimate had already been given by a local contractor for around $45k to $50K. It did not include the dilapidated windows. It was felt that while the building would "look better", much of the trim and siding needs replacement and the funds would be best spent on keeping the roof and belfry repaired first. Especially given the limitations of the Town Hall Reserve Fund.

Chris reported Miller Pest Control had emailed a few weeks ago to postpone insect spraying in the crawl space until warmer and less rainy weather, likely mid-June.

The next meeting was scheduled for Monday, June 23rd at 1:00 pm. That is the same day the contractors would view the work at a site visit, so we'd meet at the Town Hall. John will rent and deliver a man lift to get two people at a time up close to the belfry. The following meeting will be scheduled for July 14th at 6:30, at the ACC, to view the bids.

At 7:24 Levi moved the meeting to be adjourned, second by Michael, 5 yes, 0 no.

Chris Stackhouse- clerk