

## Building Committee Report for the October 2022 Vestry meeting

The Building Committee would like to bring to the attention of the vestry the following: The 3 items \*\*\* 3, \*\*\* 14 \*\*\* 17 require vestry approval/action.

- 1 Fire Escape: A copy of the letter from the structural engineer documenting that the fire escape is structurally sound is being sent to the Fire Chief.
2. Snow removal: Although I have not spoken personally with Denis Benoit I am told that he will contact me about snow removal.
- \*\*\* 3. Crack in Plaster in the undercroft wall – the quote for this work is \$2,600. The Building Committee recommend to the vestry that the quote (which does not include painting the wall) is accepted and work completed as soon as possible.
4. Facia board at the front of the church, Still waiting for P & P Contractors.
5. Storage Closets in Undercroft – A meeting with the hospitality committee took place in early October. The hospitality committee will empty 3 closets and utilize the one long closet. Brian is installing a hanging rail and shelves, when that is complete the hospitality committee will go through the contents of the 3 closets and move what should be kept, everything else will be sold, donated or given away.
- 7 Office rental - Jess Cahill is happy with the rental agreement and enjoys using her office space she has commented that everyone is very nice and helpful – we still need to purchase and install push up, pull down shades for this room.
8. Hard as nails was applied (5 coats) to the parish hall floor in mid-October. The polished surface should protect the wooden floor during the winter.
9. Debris on the flat roof over the hallway between the undercroft and the stairs was removed in late October. The Building Committee recommend that this flat roof be “swept” clean each year at the end of Oct/early Nov to prevent accumulation of debris – this will increase the life of the flat roof membrane.
10. Flooding in undercroft entrance way – The gutter along the edge of the porch over the undercroft entrance door way has been cleaned out and the gutter re-attached to drain correctly. This work was done at no charge to the church. Leaves that collect in the entrance way are regularly removed. There has been no further flooding. The Building Committee recommend that the gutter be cleaned out at least once a year.
12. The lady chapel has been repainted and the floor washed.
13. New locks have been installed to the foyer and undercroft doors. Jean Frost and Susan Howland have overseen the distribution of new keys to parishioners and contractors who need them.
- \*\*\* 14 The landscaping committee would like to use wooden lattice fencing to prevent the metal rail fence above the retaining wall at the end of the parish hall from being used by children as a climbing frame. The Building committee are in agreement. 5 pieces each 4 x 8 ft of pressure treated lattice panels are required. Howe Lumber sell them for \$39.99 per piece total, \$19.95. They can be purchased by check or debit card, no tax with appropriate proof of tax-exempt status. Collection would need to be arranged from Howe Lumber in East Brookfield.
15. Vision windows – This work should be completed in November.
16. The window frame in the narthex has been repaired and painted. The cost was \$400.
- \*\*\* 17. The annual food service inspection will take place the first week of December, it would be helpful and appreciated if a volunteer could clean the kitchen annex ready for the inspection.

I do believe that is all to report this month – If anyone has anything to add - please do so.

Please let me know if you have any questions, concerns, suggestions or comments.

with every best wish and blessings

Tamsin Lucey  
For and on behalf of the building committee