

**TOWN OF WILLISTON  
OLD BRICK CHURCH TRUSTEES  
MEETING MINUTES  
July 25, 2024**

**MEMBERS PRESENT:** John Butterfield (Chair), Alice Beisiegel, Marge Butterfield, Sara Fitts-Pratt, and Lauren Koumjian

**ADMINISTRATION:** Bruce Hoar, Director of Public Works

**ABSENT:** None

**OTHERS PRESENT:** Alex Halpern, Freeman French & Freeman  
Andres Gutierrez, Freeman French & Freeman  
Charlotte Barrett, Preservation Trust of Vermont

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**Call to Order**

The meeting was convened at the Annex Conference Room, 7878 Williston Road Williston, VT 05495. Chair John Butterfield called the meeting to order at 5:00 p.m.

**Public Comment**

None.

**Approval of Draft June 17, 2024, Meeting Minutes**

The draft minutes of the meeting held on June 17, 2024, were presented for approval. Grammatical corrections were suggested by Alice. A motion for approval of the minutes was made by Lauren and seconded by Marge. The Trustees unanimously approved the minutes as amended.

**Presentation & Discussion of Old Brick Church (OBC) Architectural Conditions Assessment Report by Freeman French & Freeman (FFF) & Preservation Trust**

Alex and Andres went through the highlights of the report. The discussion was more centered on the Americans with Disabilities Act (ADA) section of report and how to move forward. The question from the trustees is can the ADA improvements be done over time or does all the work need to happen at once. The opinion given by FFF is that once there is a solid plan in place that the ADA improvements can proceed using the requirement that 20% of budget must be spent on ADA improvements. It is recommended that improvements begin on the outside to improve access to the building.

FFF also advised that a lift may not be required if an ADA compliant bathroom is installed on the main floor of the church.

Charlotte from the Preservation Trust of Vermont described where the Town may be able to apply for more grant funding. That information is to be shared with John and Lauren.

The next steps are for the trustees to discuss the final report and develop a list of priorities to start the process of developing a capital plan to move forward with ADA improvements.

### **Update on July 4<sup>th</sup> Open House**

The consensus was that the open house was a success with multiple residents/visitors stopping by. It was decided by the trustees that this should be continued as a yearly event.

### **Update on Selectboard discussion regarding proposed Verizon Repeater Project**

John was invited to attend the July 2, 2024 Selectboard Meeting to review the March 7, 2024 memorandum outlining the OBC Trustees recommendation for the proposed Verizon Project. The Selectboard requested that Town Manager Erik Wells contact Verizon so that they can provide additional information regarding concerns outlined in the memorandum.

John reported on the Selectboard's decision to gather more information on the Verizon proposal before considering whether to reject or proceed with the project. It was suggested that the trustees view the recorded Selectboard meeting to see the entire discussion. There was some discussion of the trustees gathering more information.

### **Discussion on file received by Alice from past Trustee Carol West**

Carol West discovered a file recently with information about the OBC and passed it on to Alice. Alice had reviewed the file to some extent and asked the Trustees what they should do with it. The file was received by John for his review and will then be given to Public Works, to be stored with other OBC information. Documents will be scanned at some time in the future.

### **Other Business**

Trustees were told that the plans for the fire suppression system had been received by Public Works. The plans will be sent to the Chair to share. There was one request about only putting the system into the Bell Tower.

There was also discussion of how to use the church in the future to keep everyone's interest continued. Lauren suggested having the Church opened on Sundays as a place for quiet meditation or just a quiet space. This will require more discussion.

### **Date of Next Meeting**

The next Trustees Meeting is scheduled for Monday, September 23, 2024, at 5:00 pm.

### **Adjournment**

There being no further business, the meeting was adjourned at 6:30 pm.

Respectfully submitted,

John Butterfield  
Chair - Old Brick Church Trustees