

Town of Shutesbury  
Town Buildings Committee Meeting

November 29, 2023

Members Present: Steve Sullivan, Frank McGinn, Jeff Quackenbush, Stephen Dallmus, Anna Cook and Becky Torres  
Guest: Nate Mosher

Meeting at Town Hall called to order at 5:35pm by Stephen Dallmus

1. Review minutes from 10/25 and 11/15
2. Discuss project to construct a pavilion behind the preschool for art projects.
3. Update on leak into elevator shaft at Town Hall
4. Continue discussion of SES fascia, trim and siding repair/replacement and consultant.
5. Continue discussion of roof leak at Spear Library
6. Continue assigning Action Levels to Town Hall report
7. Unanticipated items

1. Review minutes from 10/25 and 11/15

Approved the revised minutes of October 25, 2023 JQ motions to approve minutes, AC 2nds

Roll call approve minutes. Yays: Frank McGinn, Stephen Dallmus, Jeff Quackenbush & Anna Cook

Abstaining: Steve Sullivan

Approved the revised minutes of November 15, 2023 FM motions to approve minutes, JQ 2nds

Roll call approve minutes. Yays: Frank McGinn, Stephen Dallmus, Jeff Quackenbush & Anna Cook

Abstaining: Steve Sullivan

2. Discuss project to construct a pavilion behind the preschool for art projects.

Guest Nate Mosher inquired about building a 12' x 24' open pavilion behind the Shutesbury Elementary School. Steve Sullivan pointed out that "volunteer projects" are no longer allowed at the SES as the builder is required to have insurance. He also suggested that the project go through Community Preservation Committee funding with the SES sponsoring the project. Anna Cook suggested possibly working with Franklin Tech for the building of the project.

3. Update on leak into elevator shaft at Town Hall

SD did a temporary fix with Gorilla glue white tape. A picture was sent to the roofing contractor who last worked on the roof to find a permanent fix.

4. Continue discussion of SES fascia, trim and siding repair/replacement and consultant.

SD, JQ & FM made a site visit at the SES with a set of elevations and thoroughly went through the proposed replacement of siding and trim made by Gale. The scope of work was greatly reduced by the Committee. The South side of the SES is where the most wood trim replacement is needed which the Committee recommends replacing with solid dimensional plastic. JQ feels that the total for the project is more likely in the \$150,000.00 range with approximately \$75,000.00 for repairs plus \$65,000.00 for covering the fascia with solid dimensional plastic compared to Gales \$306,000.00 estimate for both.

JQ also suggested that the Building Committee do the construction phase service monitoring and final close out instead of Gale, which would save the town about \$31,200 (\$27,400.00 + \$3,800.00). This would leave Gale to perform the evaluation service which are done (\$9,800.00 + \$4,000.00 reimbursables), design services (\$22,700.00 + \$4,400.00 reimbursables) and bid phase service (\$4,600.00 + \$1,800.00 reimbursables) with the final payment to Gale totaling \$33,500.00.

JQ recommends the Committee read Mass General Laws chapter 30 Section 39M and chapter 149 Section 44A on how public monies are spent and what needs to be considered.

SD makes a motion that the Buildings Committee take on the responsibility of the Construction Phase monitoring of the fascia replacement and painting at the Shutesbury Elementary School and closeout documentation. JQ seconds. Roll call approves the motion. Yays: Frank McGinn, Stephen Dallmus, Jeff Quackenbush, Steve Sullivan & Anna Cook.

JQ will call Cole @ Gale to arrange a meeting to update the elevations regarding the scope of work.

5. Continue discussion of roof leak at Spear Library

JQ found Mr Mitchell Hawkins, a slate roofer (licensed and insured), of Deerfield, MA. (413) 374-8161, who came out and did a visual inspection and thought the roof was in decent shape. When the weather gets better he can do a more conclusive inspection, roof repair and flashing fix.

FM makes a motion to end the meeting JQ seconds.

Roll call to vote to end the meeting Yays: Frank McGinn, Stephen Dallmus, Jeff Quackenbush, Anna Cook & Steve Sullivan

Meeting adjourned at 6:30 pm