

Town of Shutesbury

Town Buildings Committee Meeting with the Town Select Board Draft Minutes of 11/24/21 meeting

November 23, 2021

Meeting begins 6:53 PM

Members Present: Bob Groves, Frank McGinn, Bill Wells, Steve Sullivan, Nancy Matthews
Absent: Jim Aaron

Town Select board: Rita Farrel, Makepeace-O'Neil, Melissa, Eric Stocker

Guests: Becky Torres, Mike Vinskey, Michael DeChiara, Penny Jaques Kim

Original Charge of Building Committee 1988 : Examine & Oversee Renovations & New Construction and Maintenance of Town properties.

Opening

Rita: Purpose of meeting with is to see how the BC sees itself operating going forward with regards to its roles and responsibilities. And perhaps revisiting the original charge from 1988.

BG: Stressed having trouble getting a quorum together to get the committee's work done. Also have a difficult time getting bids or people to look at work. BC needs clarification as to their role. As a builder/designer I strongly feel my opinions are in the best interest of the town. Biggest problem is getting members to attend. Our role is to ID a need that is brought to us from various departments. I'm concerned that certain projects that we are not welcome to participate in. BC audits request. Then look at options, study them and then come up with options to present to the department/town that is in the best interest to the town.

Becky: Historically major Town projects have their own specific building committee. BC has been more focused historically on small renovations & projects.

Rita: Historically BG is the committee. The town has no comprehensive Capital Needs Planning.

FM: New to committee but the BC has a Great combined wealth of knowledge in the Construction fields.

BW: The BC saved a significant amount of money on the Town Hall Fire door

NM: Maintenance figures prominently with the BC. Perhaps not quarterback but piggyback projects

BG: We have brought in expertise when needed, ie outside Engineer for the SES heating system.

MV: Trying to get on the BC, but there has been no quorum. BC has no process or procedures to advise their expertise and guidance.

MD: SB clarifying the roles of BC

NM "Coupon Committee" BC should not "price shop".

Rita: Bringing new members with the expertise and knowledge base. Mike's name has not come up for a vote by BC

PK: Hope that the town has a thorough inventory and assessments of its buildings (Capital Planning). BC can help this get accomplished.

BG: We have not always gone to the low bid. We evaluate bids based on various criteria. Cost is one but overall quality and reliability more important.

SS: Clarify boiler situation, it was the heat delivery system.

ES: Should the SB change the committee to let it work better. Look/redo charge MD: SB clarifying the roles of BC before filling the membership

NM. BC should be reconfigured. BC should have nothing to do with money.

ES. Asks if there are people on the BC who should not be on it because they do not attend?

BG : Mike V has been to 3 or 4 meetings in the past 12 months and Nancy Mathews has been to none.

Rita: Select Board and Buildings Committee to be continued at a future meeting. BC part of meeting adjourned 7:50 PM

Submitted by Frank McGinn