

Town of Shutesbury
Town Buildings Committee Meeting with the Town Select Board

September 21, 2022

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

Meeting called to order at 5:31pm by Rita/Becky

Introduction starting with Rita Farrell and new committee members.

RF: Instrumental instigating and creating the new bylaws of the New Building Committee

SD: Lives on Lake Wyola. Professional degree in Architecture, spent 40 years as a home inspector in Baltimore Md, now retired.

FM: 3 years on the old Towns Buildings Comm., spent 32 years in the building materials industry working with architects and engineers. From small houses to high rises.

JQ: Retired 3 years ago from U Mass in Design & Construction Mng. And 20 years before that as an Architect. Was on the original Buildings Committee 25 years ago.

AC: Is a General Contractor, Integrity Development & Construction for 20y. Doing Residential remodeling and new construction and some commercial construction.

SS: 5 years on the old Towns Buildings Comm., works in the Highway Department. Is on the School Committee, Regional School Comm. and Capital Planning Comm..

RF: Everyone knows Becky ,Town Admin. Gave a brief overview of how the new BC was created.

The old BC was created in 1988 at town meeting and was a brief 3 sentence and minimal. Over the years the committee has changed. Looking into the future with a large town investment in a new library it was time to define the BC function in a defined way. The new BC bylaw was passed at town meeting creating a BC role to membership. And setting a clear path of the BC responsibilities as put forth in the new charge. With a strong emphasis on long term Capital planning and comprehensive building assessment. <https://www.shutesbury.org/buildings>

JQ: Is there a list of the town's properties?

BT: Short list. 1. Library 2. Town Hall 3. Old Town Hall 4. Highway Dept. 5. Fire Dept. 6 Elementary School. Others: Old Historic School, Cemetery Storage Bldg. & Dam House.

SD: As per Rita's question of using outside help for the evaluation, with all the years of experience, the members could figure out how to set up a system for the assessments on the towns buildings.

BT: Going over the open issues. This summer we had a specialist do a Building Envelope Condition & Function review of the School and the Dep. of Public Health followed up with a Air Quality review. We expect to have these reports in the next month or sooner. These reports will help determine where the school is because of the long term effect of the failing roof.

JQ: Who was this Envelope Co?

BT: A Green division of National Grid checking lighting, insulation and air leaks.. Shutesbury, a green town, is eligible to apply for green grants through this process up to \$200,000(i.e. LED lighting). Other open issues. Town Clerks window, moisture in basement of Town Hall, Exterior Painting of School, gutters downspouts at the school need cleaning, Highway Dept Sand shed roof & salt containment, Space issues with Police Department, Storage of Town Hall, Basement air quality systems, Town Hall air quality.

JQ: Where is the heating valves project at the school stand?

BT: Waiting on valves hopefully by early October. Another problem is the closed system water heating system needs to be drained and changed. The hired engineer thought the original quote was too high (\$50K) and he was working on getting another quote. The HVAC is another open issue at the school. New digital valves should improve the heating system. Looking to have Gale Associates do the evaluation on the school roof.

JQ: Gale will look at the whole roofing system. Should wait til we get the Green Building envelope report before going forward with Gale.

SD: What type of roof does the school have?

BT: New roof built on top of old roof

JQ: nails are rusting from within, roof has 3 to 4-12 pitch

SD: New roof structure

JQ: It is a funky roof

BT: Concerns where there is floppy plastic sheeting and reported moisture. Getting the 2 reports back will help determine what is next.

SD: We need to look at all the components of the school.

AC: Need to come up with an assessment method starting with a system(ie roofs) or a building.

SQ: Starting with school should be our first test.

BT: Will be a good test. The goal is trying to meet once a month to attack this mountain of work. Or more eager to meet more frequently.

JQ: Every 2 weeks for the Buildings committee till we run out of work.

SD: Schedule visits after school

AC: After school goes till 4:30

SD: Weekends?

BT: try to schedule a meeting at the school.

FM: Site visits vs Building Comm. meetings(public)

BT: Hold off on the site visit to come up with a system for evaluation. That brings us to the election of Comm Chair & Secretary.

FM: I will continue to be the Buildings Committee secretary. Must have a motion.

JQ: Jeff makes a motion for Frank McGinn to be secretary

SD: Stephen Seconds

Roll call to vote for Frank McGinn as secretary Yays:, Anna Cook, Frank McGinn, Anna Cook, Stephen Dallmus, Jeff Quackenbush, & Steve Sullivan

BT: Key role of Chair

SD: I don't have interest but I'll be the new rookie Chair.

BT:Do we have a motion?

FM: Frank makes a motion for Stephen Dallmus as Chair of the Buildings Committee

JQ: Jeff seconds

Roll call to vote for Stephen Dallmus as Chair of the Buildings Committee Yays:, Anna Cook, Frank McGinn, Stephen Dallmus, Jeff Quackenbush & Steve Sullivan

JQ: How many is a quorum

BT: 3, then goes on to explain open meetings law. The last thing is staggering the terms. SD: 1Y,

AC,JQ : 2Y and SS & FM: 3Y

JQ: Jeff makes a motion to end the meeting

FM: Frank seconds

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

Meeting adjourned at 6:01pm