

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

October 25, 2023

Members Present: Steve Sullivan, Frank McGinn, Jeff Quackenbush, Stephen Dallmus and Becky Torres

Members Absent: Anna Cook

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

1. Review minutes from 10/4.
2. Continue discussion of SES fascia, trim and siding regarding possible consultant options.
3. Discuss setting up a maintenance schedule/spreadsheet for each Town building.
4. Discuss results of interaction with Jamrog regarding concerns with boiler, HRV and mini-split insulation.
5. Unanticipated items.
6. Continue assigning action levels for Town Hall inspection

1. Review minutes from 10/4.

Approved the revised minutes of October 4, 2023 JQ motions to approve minutes, FM 2nds

Roll call approve minutes. Yays: Frank McGinn, Stephen Dallmus & Jeff Quackenbush.
Abstaining: Steve Sullivan

2. Continue discussion of SES fascia, trim and siding regarding possible consultant options.

Still waiting on "large plans". BT will contact Bldg. Comm. members when plans are available

During New Business Elevator Inspection leak stains and efflorescence was found about 8 blocks above the opening at the outside corner of the shaft. BT provided pictures. SD & FM will meet on the week of 10/30 to check out the exterior.

3. Discuss setting up a maintenance schedule/spreadsheet for each Town building.

Setting up a schedule for filter cleaning of all mini splits was discussed. The Bldg. Comm. will not need to do this.

Toilet on Randall Road does get cleaned yearly in May. Does the cleaning include the wall and ceiling surfaces? BT will check in with Chris O'Niel on the fall/spring cleaning maintenance of the toilet. SS will ask Petersham to pump it out when the Highway Dept has their septic pumped.

4. Discuss results of interaction with Jamrog regarding concerns with boiler, HRV and mini-split insulation.

BT- Jamrog came out and went over the BC concerns with the boiler system. The BC would like to have some members present at the next follow up with Jamrog.

SS - BC needs to check the ceiling in the room between the salt shed and main building at Highway Dept for mold. SS & FM will check it out.

FM makes a motion to end the meeting JQ seconds.

FM

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

Meeting adjourned at 6:27pm