

Town of Shutesbury  
Town Buildings Committee Meeting

January 24, 2023

Members Present: Frank McGinn, Anna Cook, Steve Dallmus and Becky Torres  
Absent: Jeff Quackenbush & Stephen Sullivan

1. Review minutes from 1/10
2. Discuss past roof leakage at SES after heavy rain following 6-10" snow.
3. Continue assigning Action Levels
4. Unanticipated items.

1. Review minutes from 1/10

Approved the revised minutes of August 30, 2023 AC motions to approve minutes, FM  
2nds

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

2. Discuss past roof leakage at SES after heavy rain following 6-10" snow.

The committee discussed the reason the leak was most like an ice or snow dam since there was approximately 6"-10" of snow on the roof followed by a heavy rain. The valley flashing is galvanized coated copper per spec. Cutting the overlay of shingles at the valley probably did not penetrate the flashing. Looking at pictures of the roof taken during construction showed ice and water barrier only partially up the roof [~Picture of Roof construction 8/2/2023](#)

Further research of Gayle specs is needed. With future snowstorms it will be recommended that the valleys be cleared of snow as a maintenance procedure.

2. Continue assigning Action Levels

The committee continued to assign Action Levels for the Fire Department & Highway Department Buildings inspection spreadsheet.

4. Unanticipated items.

Becky Torres has requested to have a volunteer to represent the Town of Shutesbury The Franklin County Cooperative Inspection Program (FCCIP) for the Buildings Inspector part. FM volunteered.

Becky Torres recommends that the BC joins the Capital Planning Committee on their next meeting on February 7, 2023 to explain why we are requesting the monies we are for the upcoming fiscal year.

FM makes a motion to adjourn the meeting  
AC: seconds

Roll call to end the meeting. Yays: Frank McGinn, Anna Cook & Stephen Dallmus

Meeting adjourned at 6:34pm