

Town of Shutesbury
Town Buildings Committee Meeting
October 30, 2024

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

Absent : Anna Cook

Guest : Phil Parker

Meeting called to order at 5:03 pm by Stephen Dallmus

1. Review minutes from 9/18 and 10/02
2. Update on roof repair at Fire Department
3. Recap on crawl space inspection at Old Town Hall
4. Update on Historic Commissions request to erect protective structure over Sign Board after its renovation
5. Discuss Budget Request for FY26
6. Unanticipated items
7. Continue assigning Action Levels

1. Review minutes from 9/18 and 10/02

Approved the revised minutes of 9/18/2024 & 10/02/2024. JQ motions to approve minutes, FM 2nds

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

2. Update on roof repair at Fire Department

Jeff Quackenbush reported that the gang of 3 (JQ, SD & RW) replaced the ridge vents and the deteriorated ridge cap shingles on both ridges. The area around the antenna was covered with EPDM. The roof should last another 10-15 years.

3. Recap on crawl space inspection at Old Town Hall

Stephen Dallmus reported that he and Anna Cook inspected the crawl space. First they took level measurements of the main floor which showed significant settlement in the rear $\frac{1}{3}$ of the space running to the rear and to each side from the center line. Looking in the crawl space no structure distress or any clear reason for the settlement. One possibility is that the original rear foundation wall, which was replaced with a poured concrete wall below the vault and a concrete block wall below the bathrooms and kitchen, had settled. This was noted as a possibility in an earlier engineers report. SD & JQ on a previous visit noticed on the northside of Old Town Hall that there was a depression that may let water into the crawl space and may need to be regraded. When SD and AC were in the crawl space dampness was noted on the soil opposite the area of the depression.

SD noted we still have previous money to clear the crawl space but the Committee sees no need now. FM explained that if the previous BC had the money to clear the crawl space for future HVAC expansion.

There was an old engineering report on the structure. JQ will investigate.

4. Update on Historic Commissions request to erect protective structure over Sign Board after its renovation

The Select board brought in Stephen Smulski as a historical wood expert to evaluate the Sign Board. His very detailed report suggested numerous techniques for the renovation as well as installing a sloped pad with a airspace between the structure and

pad. BT will ask the select board to forward his report on the Sign Board to the Buildings Committee.

5. Discuss Budget Request for FY26

Stephen Dallmus reported that he submitted a list last year and only some of the items have been completed. He will resubmit a list again for an additional \$40,000 for future projects. BT we currently have approximately \$30,000 in our account. One future project would be replacing the salt shed roof at the Highway Department, which was estimated at \$25,000+. SD imagines that upgrading the electrical panels at Town Hall and other buildings will cost around \$20,000. Upgrading smoke and fire detectors will also be a priority. The old Fire alarm "pulls" in Town Hall need to be removed.

6. Unanticipated items

Jeff & Stephen meet with the slate roofing repair company Slate Repair. The costs will be \$750 for 2 people for 4 hours minimum and \$149/person there after.

Frank makes a motion to to accept the bid from Slate Repair which may total around \$1,000.00

JQ seconds

Roll call to vote to accept Yays: Frank McGinn, Stephen Dallmus & Jeff Quackenbush.

The motion sensor light above the entry to the Fire Department is no longer functioning.

Going forward we will have pictures of only major repairs on the Buildings Assessment Spreadsheet. FM will be adding those pictures.

The Buildings committee thanks Beckey for her service.

Jeff makes a motion to end the meeting

Frank seconds

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

Meeting adjourned at 5:51pm