Town of Shutesbury
Town Buildings Committee Meeting
January 8, 2025
Members Present: Frank McGinn, Jeff Quackenbush, Anna Cook & Stephen Dallmus
Guest :
Meeting called to order at 5:32 pm by Stephen Dallmus

1. Review minutes from 12/18/24
2. Update on roof repair at M.N. Spear library
3. Update on Exit signs at Fire Department
4. Update on Salt shed design and cost
5. Unanticipated items
6. Continue assigning Action Levels

1. Review minutes from 12/18/24
 FM to be reviewed at the next meeting.

2. Update on roof repair at M.N. Spear library
Jeff, The slate repair company showed up a couple of Fridays ago. I gave Gabe their
bill. They replaced 5 shingles with holes on the north side. And then added a new
copper patch on the ridge and secured any loose nails. They will be provided a report
with pictures.

3. Update on Exit signs at Fire Department
Stephen was at the Fire Department. There will be a need to update the building with
self illuminating "exit" signs installed by an electrician.

4. Update on Salt shed design and cost
The group discusses options for modifying the existing salt shed to increase its height
for truck access. Frank suggests raising the entire roof structure or using a scissor truss
design. Jeff proposes raising the whole building and adding a concrete foundation
underneath. They consider adding a slab inside and using sealants to protect against
salt corrosion.

5. Unanticipated items
Stephen shares advice from Steven Smolsky about creating a signboard foundation
with a smaller perimeter than the signboard itself to prevent water splashing. The group
discusses the need to get signboard dimensions before finalizing the design. Gravel
around the perimeter is suggested to avoid weed trimmer damage.

6. Continue assigning Action Levels
BC continued working on the spreadsheet action levels.

Jeff makes a motion to end the meeting
Frank seconds
Roll call to vote to end the meeting Yeas: Frank McGinn, Anna Cook, Stephen Dallmus
& Jeff Quackenbush
Meeting adjourned at 6:35pm