

# TOWN BUILDINGS COMMITTEE

## DRAFT MINUTES

MARCH 9, 2016

MEMBERS PRESENT: DALE HOULE, NANCY MATHEWS, BOB GROVES, JIM AARON

ALSO ATTENDING: BECKY TORRES

MINUTES FROM 2/3/16 READ AND APPROVED

TOWN HALL

PUMP ROOM INSULATION PROBLEM

NANCY ASKED ABOUT TOWN HALL WORK.

WELL/PUMP ROOM NEEDS INSULATION ON CEILING TO REDUCE/ ELIMINATE CONDENSATION WHICH IS CONTRIBUTING TO DAMPNES AND AIR QUALITY DEGRADATION DOWNSTAIRS IN TOWN HALL. INSULATING THIS ROOM WILL BE A PART OF BC CONTINUED EFFORT TO IMPROVE THE AIR DOWNSTAIRS IN THIS BUILDING.

BOB WILL CONTACT PETE AT JAMROG TO DISCUSS WAYS TO IMPROVE AIR CIRCULATION IN LOWER TOWN HALL.

ACTION: NANCY WILL DESIGN INSULATION SPEC FOR THIS ISSUE.

ACTION: BOB WILL DISCUSS HIS IDEA OF EVACUATING AIR FROM "CELLAR/ UTILITY ROOM" OF TOWN HALL WITH JAMROG. PETE: 549-9424  
PETER@JAMROGHVAC.COM

Q: ARE MINUTES GETTING ONLINE?

BECKY SUGGESTS THAT BOB TALK TO PAUL VLACH OR JAIMEE BROWN ABOUT HOW TO POST THEM. ALL [WEB@SHUTESBURY.ORG](mailto:WEB@SHUTESBURY.ORG) TO SET-UP AN ACCOUNT FOR RLG TO DO THIS.

ACTION: BOB CONTACT WEB COMMITTEE.

BECKY SAYS THAT JACKIE MENDONSA, PRINCIPAL, WANTS A REPRESENTATIVE ON OUR COMMITTEE.

BOB REPORTED VISIT TO ELEMENTARY SCHOOL ON 2/3/16. LEAK IN GYM IN NW CORNER. CONDITIONS: EAST WIND WITH HEAVY RAIN. NEED TO INSPECT FLASHING AT PARAPET WHERE EXPOSED, PARTICULARLY, TO THIS CONDITION. RAIN BLOWING INTO AND UNDER DOOR IN SW CORNER OF COURTYARD. SOLUTION: WEATHER STRIPPING UNDER DOOR. LEFT DOWNSPOUT ON NORTH WALL NEAR MAIN ENTRANCE LEAKS NEAR BOTTOM. TWO GUTTERS ON WEST SIDE LEAK AT INSIDE CORNERS. ALL GUTTERS UNDER VALLEYS ARE SUSPECT AND SHOULD BE INSPECTED AND REPAIRED/REPLACED.

ACTION: COMMITTEE NEEDS CONTRACTOR/HANDYMAN TO DO SOME OF THESE REPAIRS.

ELEVATOR ROOF ISSUE. MOISTURE IS GETTING IN. COMMITTEE SPECULATES THAT WATER MAY BE WINDBLOWN AND ENTERING THROUGH VENT ON WEST SIDE OF TOWER.

ACTION: DALE WILL INVESTIGATE AND REPORT TO COMMITTEE.

MEETING ADJOURNED AT 7 PM.

NEXT MEETING: 4/20/16