

Towns Buildings Committee Meeting  
July 26, 2023

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

Guest: Mary Lou Conca

Meeting called to order at 5:38 pm by Stephen Dallmus

1. Review minutes from 4/5, 5/10, 5/24, 6/14, and 7/5.
2. Review meeting notes from Gale Assoc. and Contractor meeting.
3. Review and vote on Gale Assoc proposal for SES repairs/replacement of trim and fascia.
4. Review inspection of West School House #2 and assign Action Levels.

1. Review minutes from 4/5, 5/10, 5/24, 6/14, and 7/5

Approved the revised minutes of April 5, 2023 FM motions to approve minutes, JQ 2nds  
Roll call approve minutes. Yays:, Steve Sullivan, Frank McGinn, Anna Cook, Stephen  
Dallmus & Jeff Quackenbush

Approved the revised minutes of May 10, 2023 JQ motions to approve minutes, FM  
2nds

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

Approved the revised minutes of May 24, 2023 JQ motions to approve minutes, AC  
2nds

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

2. Review meeting notes from Gale Assoc. and Contractor meeting.

JQ & BT met with Gale Associates and discussed adding a request for proposal for a  
piece of flashing behind the PVC that will receive and flash over new material that  
covers the remainder of the existing fascia. Approved the color of metal flashing to  
match existing. Contractor is starting from eastside to the south, west then north. Also  
need to add a scupper box at the base of the valley at the right of the front entry. The  
replacement of the roof is off to a good start.

3. Review and vote on Gale Assoc proposal for SES repairs/replacement of trim and fascia.

JQ walked around the SES building with Cole from Gale Associates to explain what our  
goal is. Options were discussed about replacing or covering the “the pink” fascia. Gayle  
submitted a proposal for Evaluation, Design, Bid Phase and through construction  
totalling \$78,500. The committee decided to start with the Evaluation Services for

\$9800. Evaluation will include options for replacing or covering the upper fascia and cost estimates. Covering may be the most economical. The committee discussed the totals of Gale's proposal and how we would pay for it with the monies the BC has. The Evaluation will give us a better understanding of the overall scope of the project with options.

JQ motioned to hire Gale Associates for the Evaluation phase for the SES repairs/replacement of trim and fascia. AC 2nds.

Roll call to approve Gale for Evaluation. Yays:, Steve Sullivan, Frank McGinn, Anna Cook, Stephen Dallmus & Jeff Quackenbush

4. Review inspection of West School House #2 and assign Action Levels.

The committee continued to go over the West School House #2 inspection spreadsheet Action levels. The Committee is trying to come up with a solution to add photos to the spreadsheet which will help understand particular problems.

Meeting adjourned at 6:30pm. (Due to time constraints related to a following Zoom meeting the meeting was not formally adjourned)