

Town of Lyme
Building Maintenance Committee
Tuesday June 15th, 2010
8:00am Town Offices Conference Room

Present: Don Elder, Simon Carr, Steve Campbell, Michael Woodard, Frank Bowles and Dina Cutting

Simon called the meeting to order at 8:05am.

The first order of business was to elect a chair for this committee. Frank Bowles was elected unanimously.

Scheduling: The committee will meet regularly on the 2nd Tuesday of each month at 8:00am in the Town Offices Conference room.

List of building to be considered:

Town Office/Police

Pike House

Highway Garage

Fire Department

Library

Jail

Lyme Center Academy Building

The following list of concerns was discussed:

- Highway Garage condensation and mold
- Pike house roof leak
- Separate zone for the vault
- Ventilation of the furnace at the Lyme Center Academy Building
- Roof repairs at Lyme Center Academy Building
- Painting at the Pike House
- Water testing

The Committee briefly reviewed the charge. Following a discussion on various known issues of concern in town buildings it was decided the following categories will be used to document the needs of various town buildings:

1. Highway Garage Mold
2. Fix its- items that need fixing that may cause damage to the building in the future
3. routine maintenance
4. Future needs

Frank will prepare a spreadsheet to track the issues and then they will be put in to a prioritized list. The Committee will meet for a field trip on June 29th, 2010 at 8:00am. They will visit all properties to help facilitate this list. Dina will notify all department

heads affected to make sure they know the Committee is coming and to make sure there are no conflicts. Followed was a lengthy discussion on gathering information on town properties ie, water pumps, what year they were installed, septic systems and what year they were done, etc. It was the sense of the committee to add this data to the spreadsheet for future budget planning.

The Bond has roughly \$7,000.00 left to spend on the New Office building. Frank and Simon had investigated the costs involved in putting air conditioning in this building. The cost to do the electrical work and the AC in the Selectmen's office is about \$8,000.00. The Committee felt because the Selectmen's office is occupied full time it should be done first. The Town Clerk and Police Station will be done at a later date.

After a discussion it was the sense of the committee to have Simon bring to the Selectmen a recommendation to use the \$7,000.00 from the bond money for this project and request up to \$1,000.00 from a source designated by the Selectmen.

Simon moved to request the Selectmen allow up to \$1,000.00 to be spent to put in the Air Conditioning in the Town office building. Seconded by Michael. Voted unanimously.

The Energy Committee has been doing some testing on the LCAB concerning heat loss. They would like this committee to meet with them to discuss. The Committee will set something up in the near future to make sure ideas and or solution get discussed.

Reminder: next meeting June 29th, 2010 8:00am

Respectfully Submitted,

Dina Cutting