

Town of Lyme  
Building Maintenance Committee  
Tuesday July 13<sup>th</sup>, 2010  
8:00am Town Offices Conference Room

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

Frank called the meeting to order at 8:00am.

The committee visited the Lyme Center Academy building in order to review at first-hand the issues. The main issues are the roof, belfry (railing and painting), ventilation to the boiler. Frank will document the issues and distribute to the committee. Don and Mike will follow up on the Belfry.

There was further discussion on the water problem in the Pike house. Simon and Frank had undertaken a further inspection of the basement. There is a major water flow under the basement floor in to the sump. It is unclear whether this a flow from the spring or from a break in the water supply. Mike and Frank will investigate this and test to see if they can identify the likely cause.

The committee agreed that they should ensure that water was tested at all the town properties.

Frank asked that some standard RFP and bid procedure be implemented. Simon will work on this and see if he can integrate it into a purchasing policy.

Reminder: next meeting August 3<sup>rd</sup>, 2010 8:00am

Simon Carr  
Recorder