

Maintenance Committee
Meeting Notes
June 23, 2022

Attending: Bill, Jim, Ken, Lee, Lois

Water District Office

Electrical wiring, fixtures and computer network installation is complete. New phone installation should take place next week. Still looking for a handset compatible with existing town office phone system. Replacement desk is OK. Probably the office will move in next week.

Entrance Walkway

Lee contacted Scott Hill. He came to the building to view the layout of the walk and the concrete pad. He is proposing to fix the pad and widen the walkway. Lee expects to get an estimate next week.

Landscaping

Scott Hill will also do the landscaping of the hillside and the inner section toward the building using new loam and hydroseeding. He said it will need steady watering for a month or two to be successful. Asked that we commit to consistent watering. There is an outside faucet that can be used. His timing – it may be possible to do the work by mid-July. A decision to have him do the work is contingent on the estimate.

Roof Inspection, Attic Windows

Lee will contact Ralph McNaughton about doing an inspection of the slate roof as soon as possible. It may be later in the season. Bill mentioned that some of the attic window sashes and frames are in bad shape. We will ask Ralph to look at the windows at the time of the roof inspection.

Building Windows

Some of the building windows are showing dirt, insects, and spiderwebs between the storm windows and the exterior sashes. Coastal Sun Services cleaned the building windows inside and out in October of 2020. The Maintenance Committee will monitor this issue with the intent to have the work performed again when needed. We inspected windows on both floors. We may need to schedule a cleaning for this Fall.

Auditorium Lights

A number of bulbs and ballasts in the auditorium ceiling light fixtures are failing. These products are no longer made and cannot be replaced with the same product when they fail. Condon Electric has shuffled working ballasts between fixtures to keep at least some lights on in each fixture. For now this is working but eventually a method of replacing the failed ballasts will be needed.

Atrium Heating Unit

It was noted that there is water slowly leaking from the heater in the atrium. Bill will contact George Phelps for a repair.