

**Nelson Town Buildings Committee**  
**Tuesday, June 4, 2013**

Next Meeting: Tuesday June 11 at 6 PM, Town Hall

**Attendees**

Dave Upton  
Russ Thomas  
Mike deMartelly  
Lisa Sieverts  
Susan Hansel  
Tom Buttrick  
Sandy Mackenzie  
absent  
    Eric Sandberg  
    Bob Lenox  
    Rob Germeroth

**Action Items**

**Dave**

Bring Town Hall south side drainage fix and basement shim footings work to Selectboard meeting

Ask Edie for more details about posting the RFP, especially related to requirements for length of time to hold it open and how to publicize.

**Dave/Russ**

Complete the revisions to the RFP

**Lisa**

Format the RFP

**Sandy**

Contact Paul Sanderson at NH Municipal Association to find out requirements for posting.

**SUMMARY**

- TBC recommends to Selectboard that Town Hall south side drainage be fixed with a low-cost solution.
- RFP should be ready for review by Selectboard at their June 12th meeting.

**MINUTES**

Meeting opened at 6:00 PM

Motion to accept the minutes by Tom, second by Mike, all in favor

### **South Side Drainage**

Mike Tarr joins to discuss solution to the problem of water flowing from the Town Hall roof during rain storms directly into the basement.

Mike proposes moving the cricket up the roof so that it drops the water down the back instead of down the side and change the angle of the back door ramp so that water flows away from the Town Hall..

Russ asks if there is a way to fill in the hole that has formed where the water hits? Yes, Mike agrees it should be filled in.

Looking for a low-cost, simple solution because this area will be excavated next year if the renovation project is approved.

Wayne should be asked to shim the footings, too.

Dave will bring these items to Selectman's meeting.

### **Review of the draft RFP**

Committee reviewed the draft document page by page.

Dave will incorporate the updates.

Lisa will format the document.

### **Question of how to post**

Dave will ask Edie about date requirements for posting the RFP, and the required format.

Can we call the NH Municipal Association?

Paul Sanderson

Sandy will call to ask for information about requirements for posting.

Motion to adjourn, at 7:30 PM

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