

**TOWN OF GIBRALTAR
BUILDING COMMITTEE
MONDAY, JANUARY 16, 2012
7:00 P.M.
GIBRALTAR TOWN CENTER**

Call to order: The regular meeting of the Building Committee was called to order at 6:59 p.m. by Karl Stubenvoll, chairman.

Roll Call/Quorum: A quorum of the Committee was present.
Members present: Karl Stubenvoll, Steve Sohns and Tom Birmingham

Proper Notice/Adopt Agenda: Stubenvoll stated the agenda had been properly noticed. It was moved by Sohns, seconded by Birmingham to adopt the agenda as posted. Motion carried.

Establish committee responsibilities: Recordkeeping and posting of meetings will be done by Beth Hagen.

Discuss previous committee procedures: The last project for the committee was the addition on the Town Center. There was some discussion of replacement windows for the Old Gibraltar Town Hall. Steve will look for the old window quote. What did not work was cutting corners to save money.

Get overview of current maintenance issues: The committee will need copies of the current agreements/leases in effect for the library and post office.

Chambers Island Lighthouse and Boat House will be a cooperative effort between the Building Committee and the Parks & Lands Committee. A spring tour of the island facilities is scheduled.

Fire Department (Jayson Merkel) – cement board siding expansion and contraction concern, gutters leaking, grout breakage, garbage fencing needs a coat of stain, gate hinge needs welding. It was moved by Sohns, seconded by Birmingham to have the gate welded/repared. Merkel recommended using detailed life expectancy schedules.

Noble House Annex – rear restroom steps needs concrete patch. Moisture issues and replacement doors needed for the office and restrooms. Plans will be needed for the next meeting.

Old Town Hall – rear restrooms

Noble House – roof zinc/copper needed for the roof

Streetlights – efficient bulbs

Town Shop – (Brian Merkel) reconstruct, remodel, best site for long term, space constraints

Fire Department – future growth

Town Center – carpet and tile (grout work at TC and FD are small issues)

Town Dock – carpet and tile work

An initial survey of each building will be done on an annual basis. Maintenance staff will look for issues and report to the office so that it can be brought to the committee. Birmingham recommended having in-house maintenance being trained to take care of the small issues. Sohns expressed primary planning concern for roofs and carpeting. Furniture is not an issue for the committee that is a departmental issue. A walk through would be advisable prior to the next meeting.

Making recommendations to the Town Board: Assess costs/get estimates: The Committee will get placeholder estimates by companies that are likely to do the work to maintain schedules. Develop a list of emergencies and priorities and costs then bring to board for action to be administered through the office and shop.

Public Comment: None

Set the Next Meeting Date: The next regular meeting is scheduled for Monday February 20, 2012.

Adjourn: *It was moved by Sohns and seconded by Birmingham to adjourn. Motion carried and the meeting adjourned at 8:03 p.m.*

Respectfully Submitted,

Beth Hagen, Clerk