

# TOWN OF KILLINGLY

## PERMANENT BUILDING COMMISSION (PBC)

Killingly Town Hall – Town Meeting Room, 172 Main Street, Danielson, CT 06239

### REGULAR MEETING MINUTES

**Wednesday, June 7, 2017, 7:00 p.m.**

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1. Call of the Meeting and Roll Call: Chairperson Thomas Weaver called the meeting to order at 7:04 p.m.

**Members Present:** Marcel Lussier, John Navarro, Stewart Rivers, Thomas Weaver, Kyle Zadora

**Alternate Member Present:** Daniel Toth

**Also Present:** Community Development Administrator, Mary Bromm and Town Council Member Dennis Alemian

2. Citizens Participation: None

3. Adoption of Minutes:

- a. May 22, 2017 Special Meeting

**MOTION #1 (06/07/17):** made by Mr. Zadora **SECONDED** BY Mr. Lussier that the Permanent Building Commission approve the May 22, 2017 Special Meeting Minutes as presented

**VOICE VOTE: UNANIMOUS;**

**MOTION CARRIED**

4. Unfinished Business:

All three projects below were discussed concurrently as Killingly School Projects:

- a. KMS Roof Replacement Project:
  - b. KCS Roof Replacement Project
  - c. Goodyear School Partial Roof Replacement Project

The plan review meeting was held with the State of Connecticut, Office of School Construction Projects, June 2, 2017. There was review of roof plans and specifications as presented. The State requested minor text amendments to specifications, signed correspondence from the Superintendent of Schools indicating a commitment to ADA compliance, and signed correspondence from the Town indicating a commitment that the application for funding will be provided in July or August.

The Town assured the State they are moving forward with ADA compliance requirements.

In summary, all State requirements have been submitted to date and an approval letter is expected any day. When approval is received the bid process will begin.

## 5. New Business:

These two projects below were discussed concurrently as Killingly School Projects:

- a. KMS ADA Project:
- b. KCS ADA Project:

Town Council has forwarded the KMS and KCS ADA Projects to PBC. The Commissions next step is to consider and hire an architectural firm to provide the designs for improvements.

There was review of the Request for Proposal [RFP] for the Killingly Public Schools ADA Improvement Projects dated June 7, 2017. There was review of the language, scope of work, fee structure, and available funding. In summary, there was PBC concurrence that the RFP include language that refers to the intentions/notifications of the Fire Marshal with regard to the scope of the project.

**MOTION #2 (06/07/17):** made by Mr. Zadora SECONDED BY Mr. Rivers that the Permanent Building Commission approve the Request for Proposals as amended and advertise the document to move the project forward

**VOICE VOTE: UNANIMOUS;**

**MOTION CARRIED**

## 6. Other:

- a. Community Center Window Project: This project is being overseen by the Engineering Department. This project will be discussed sometime in the near future.
- b. Clerk of the Works for Roof Projects: Proposals will be brought to PBC sometime in July 2017.

## 7. Correspondence: None

## 8. Council Member Reports: Dennis Alemian is looking forward to having the roofing projects move forward.

## 9. Adjournment:

**MOTION #3 (06/07/17):** made by Mr. Navarro SECONDED BY Mr. Zadora that the Permanent Building Commission adjourns the meeting at 8:00 p.m.

**VOICE VOTE: UNANIMOUS;**

**MOTION CARRIED**

Respectfully submitted  
**Sherry Pollard**, Recording Secretary