

TOWN OF KILLINGLY
Killingly Town Hall
172 Main Street, Danielson, CT 06239
PERMANENT BUILDING COMMISSION (PBC)
SPECIAL MEETING MINUTES
Wednesday, December 9, 2020
7:00 p.m.

This meeting was held in the Town Hall and on WebEx for members and Town Staff; via Facebook live stream for public access.

1. Call of the Meeting and Roll Call: Vice-Chairman Kyle Zadora called the meeting to order at 7:00 p.m.

Members Present: Stewart Rivers, Daniel Toth, Kyle Zadora, Marcel Lussier
Members Absent: Thomas Weaver, absent with notification
Also Present: Mary Bromm, Community Development Administrator, and
Kevin Kerttula, Town Council Liaison

2. Citizens Comments: NONE

3. Approval of Minutes:

MOTION #1 (12/9/20): made by Mr. Lussier **SECONDED BY** Mr. Zadora that the Permanent Building Commission adopts the November 4, 2020 meeting minutes

VOICE VOTE: UNANIMOUS;

MOTION CARRIED

4. Unfinished Business:

- a. **KMS RENOVATION/ADDITION PROJECT:**

Ms. Bromm updated Commission members on the status of the project. The project is on hold due to a potential scope change, adding renovate as new to the addition project. If the Town Council approves additional funding for the new project, the PBC will need to restart the process of hiring a construction manager at-risk.

- b. **KHS UTILITY STUDY:**

Commission members discussed the draft study.

MOTION #2 (12/9/20): made by Mr. Toth **SECONDED BY** Mr. Lussier that the Permanent Building Commission concurs the Engineer's recommendation to maintain the existing water system and sends the project report/PBC comments to the Town Council

VOICE VOTE: UNANIMOUS;

MOTION CARRIED

- c. **KMS ADA PROJECT:**

The project has been completed. There is one warranty item regarding one of the lifts and the Town/BOE Maintenance Department is currently working with the installation company to correct the problem.

MOTION #3 (12/9/20): made by Mr. Toth **SECONDED BY** Mr. Lussier that the Permanent Building Commission approves the final payment to G. Donovan, Inc. and sends the project back to the Board of Education for final project close-out

VOICE VOTE: UNANIMOUS;

MOTION CARRIED

5. New Business:

- a. **2021 MEETING SCHEDULE**

MOTION #4 (12/9/20): made by Mr. Zadora **SECONDED BY** Mr. Toth that the Permanent Building Commission adopts the 2021 meeting dates as presented

VOICE VOTE: UNANIMOUS;

MOTION CARRIED

6. Other: NONE
7. Correspondence: NONE
8. Council Member Report:

Mr. Kerttula provided updates from the Town Council meeting.

9. Adjournment:

MOTION #5 (12/09/20): made by Mr. Toth SECONDED BY Mr. Lussier that the Permanent Building Commission adjourns the meeting at 7:30 p.m.

VOICE VOTE: UNANIMOUS;

MOTION CARRIED

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Mary Bromm', with a stylized flourish at the end.

Mary Bromm, Liaison to the PBC