

TOWN OF KILLINGLY
PERMANENT BUILDING COMMISSION (PBC)
Killingly Town Hall – Town Meeting Room, 172 Main Street, Danielson, CT 06239
REGULAR MEETING MINUTES
Wednesday, September 21, 2017, 7:00 p.m.

1. Call of the Meeting and Roll Call: Chairperson Tom Weaver called the meeting to order at 7:00 p.m.

Members Present: Daniel Toth, Thomas Weaver (Chairman), Kyle Zadora (Vice Chairman). **Member Absent:** Marcel Lussier, Stewart Rivers, with notification. **Also Present:** Community Development Administrator Mary Bromm, John Burns, Board of Education Liaison, Assistant Building Inspector Tim Brennan, David Capacchione Town Engineer.

2. Citizens Participation: None

3. Adoption of Minutes:

- a. September 6, 2017

MOTION #1 (09/21/17): made by Mr. Zadora **SECONDED** BY Mr. Toth that the Permanent Building Commission approve the September 6, 2017 Meeting Minutes as presented

VOICE VOTE: UNANIMOUS;

MOTION CARRIED

4. Unfinished Business:

- a. **KMS / KCS / GOODYEAR / Roof Replacements Projects:** Mary Bromm reported roofing projects are nearing completion.

Mr. Brennan and Mr. Rich Susca, Clerk of the Works, were present to provide an overview and status of roofing projects. Mr. Brennan noted that hiring Mr. Susca was a very positive move. Considering the three roofing projects were running concurrently, it was an advantage to have himself and Mr. Susca working together. Rich Susca indicated Mr. Brennan was very helpful and knowledgeable on the roofing projects and provided important information about how the buildings were configured, etc.

KMS: Mr. Susca noted there are thirty-five (35) open items needed for completion. KMS is the largest roofing project with the smallest crew so the project has been challenging but is successfully nearing completion. There was lengthy discussion regarding the need, specifics, and logistics involving the relocation of drains at KMS. It was noted it would have been very helpful if the manufacturer performed an interim inspection.

KCS: Mr. Susca noted this project is nearing completion. This project received an interim inspection from the manufacturer and the result was a more efficient path towards a successful completion of the project.

GOODYEAR: Mr. Susca indicated Goodyear did not want an interim inspection on this project. At this time, additional/corrective metal work is needed.

The Commission held detailed discussion on the status of each roof project. Specifically, what has occurred thus far, potential change orders, potential credits, and all outstanding items needed for completion.

MOTION #1 (09/21/17): made by Mr. Toth SECONDED BY Mr. Zadora that the Permanent Building Commission approves the Change Order for Imperial Company on the Goodyear Early Childhood Center roof project for a total of \$5,976.09

VOICE VOTE: UNANIMOUS;

MOTION CARRIED

A change order was discussed for the KMS Roof Replacement Project. PBC members were not comfortable approving a change order without additional information.

b. Killingly Community Center:

Mr. Capacchione received, opened, and evaluated the Request for Proposals [RFP] for the Killingly Community Center Upgrade Project. He reviewed proposed project scope, experience, and associated costs of each company. The PBC wishes to interview J Associate Architects, Silver Petrucelli + Associates and Noyes Vogt Architects at their next meeting on November 8, 2017.

PBC talked about how the Community Center Project might be associated with the Historical District. It was noted the Historical District is in favor of using new windows that look the same as the old/original window as a replacement product, however, there are many other items that need to be addressed. PBC reached consensus that additional information be compiled regarding financial mechanisms for funding, notification to the National Historic Society, and compliance with State Historic Preservation Office Regulations if needed. The Town Manager will review information about proper notifications, grant fund stipulations, and bonding specifics.

5. New Business: None
6. Other: Mr. John Navarro resigned as a PBC member.
7. Correspondence: None
8. Council Member Reports: None
9. Adjournment:

MOTION #3 (09/21/17): made by Mr. Toth SECONDED BY Mr. Zadora that the Permanent Building Commission adjourns the meeting at 8:36 p.m.

VOICE VOTE: UNANIMOUS;

MOTION CARRIED

Respectfully submitted,
Sherry Pollard,
Recording Secretary