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Seymour Permanent Building Committee
July 30, 2015 Meeting Minutes
Seymour Public Library

Committee Members Present: Michael Marcinek, Chairman, John Conroy, Jr., Alex Danko, Wayne Natzel, Paul Wetowitz,

Committee Members Absent: Jim Baldwin, Stanley Jachimowski

Town Officials Present: Donald Smith, Anthony Caserta

Meeting was called to order by Michael Marcinek at 7:03 and the Pledge of Allegiance was stated.

No public comment.

Motion: Mr. Conroy made a motion to approve the minutes of July 16, 2015, Mr. Wetowitz, seconded motion.

Motion Carried: 7-0

Agenda Item #5: Review of Conditions of Seymour Public Library and Discuss Issues at Hand

Due to current weather conditions, members are unable to gain access to the roof for inspection. Mr. Smith noted that he read the report prepared by Silver Petrucelli & Associates. The addition to the current roof was added around 1994/1995. There are problems where the two roofs meet as they are made of different shingles. The replacement rubber on the top of the roof was not installed correctly. There are soft areas of concern. There is no asbestos nor dangerous materials remaining on the roof.

Mr. Marcinek inquired if there are any significant difference in leaking depending on the amount of rains that occur? Water stains are around the library in certain areas noted in the report. Mr. Smith noted that some parts of the roof have no insulation that may also contribute to the leaking areas. Mr. Marcinek inquired if we have access to the original architectural design of the roof. It was noted that the architect who designed the roof is no longer in business.

Mr. Wetowitz inquired as to the current building code for snow underlayment protection. Mr. Danko advised that it is 36 inches for commercial/three-family homes and 24 inches for single family homes.

The two mechanical dormers on the roof that have clapboard siding are in disrepair.

There are about 22 squares of roofing plus the drip edge, metal coping etc. that Mr. Smith suggested the repair costs would be around \$57,500. New gutters were not included in this pricing estimate.

The foundation drains are open and catching drain water. It is still unclear as to whose responsibility is it to clean the gutters. Mr. Danka, as custodian, was advised not to clean the gutters as he has to climb on a ladder which is an insurance coverage issue. It is believed the Public Works department is supposed is responsible for cleaning the gutters. Mr. Marcinek stated that this committee should look at a maintenance program for each building reviewed.

Mr. Danka stated that ice builds up in and over the gutters around many commonly used areas and walkways which causes dangerous icing conditions. Mr. Smith suggested heat taping the gutters.

Mr. Marcinek inquired as to when the roof repair bid will go out. Mr. Smith noted that the contract was only to finish the study of repair work. Mr. Marcinek would like to see it go out to bid before winter.

Motion: Mr. Wetowitz made a motion that this committee suggest to the First Selectman that fixing the roof of the Town of Seymour Library be a priority. Mr. Danka seconded the motion.

Discussion: By letting the roof go another year without repair would make the conditions worse and the current study obsolete. The committee is also concerned with public safety, slipping on ice, mold concerns, etc.

Motion Carried: 7-0

Mr. Marcinek will draft a letter to the First Selectman for the committee to review.

Agenda Item #6: Discussion on Modifying Tasks in Short Term

Mr. Marcinek wants to review critical issues. This committee will focus on life expectancy of the building, physical conditions of building, fire safety issues and generate an overall report. Mr. Marcinek will share how the same type of report was prepared for the Town of Monroe as a template.

Mr. Conroy will prepare a spreadsheet of historical data of what improvements have been completed (based on permits and town documentation) to share with this committee. That spreadsheet can then be used to help develop a maintenance schedule that the Town could follow.

Agenda Item # 7: Review of Next Meeting/Committee Meeting Schedule

The committee discussed and set the following schedule for future meetings:

<u>Date</u>	<u>Location</u>	<u>Time</u>
August 13, 2015	Community Center	7:00 p.m.
August 27, 2015	Board of Education	7:00 p.m.
September 10, 2015	Public Works	7:00 p.m.

September 24, 2015	Assembly Hall	7:00 p.m.
October 15, 2015	Town Hall	7:00 p.m.
November 19, 2015	Town Hall	7:00 p.m.
December 17, 2015	Town Hall	7:00 p.m.

Agenda Item #8 Open Discussion

Does the Park Committee review their locations to determine if any structures need maintenance? Mr. Smith advised they do. The Park Committee also has the insurance company review conditions to ensure the safety of the structures.

Mr. Conroy suggested this committee should focus on "occupied buildings". Mr. Danka inquired if there are any other buildings that Mr. Natzel would like to see this committee review. Bungay is the only building not on the list to review. Bungay does not seem to have any immediate needs, so will hold off for now.

The current steam boilers at the Community Center will also need to be replaced. This needs to be reviewed as a starting point. The boilers were installed in 1923. The committee discussed types of boilers and will refer to the report prepared by Silver Petrucelli & Associates .

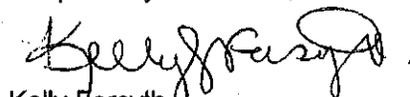
The committee then performed a visual inspection of the Town of Seymour Library, both inside and out to review the current conditions needing repair.

Motion: Mr. Conroy made a motion to adjourn meeting. Mr. Danka seconded.

Motion Carried: 7-0

Meeting Adjourned 8:30 p.m.

Respectfully Submitted,



Kelly Forsyth
Recording Secretary