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Seymour Permanent Building Committee
February 18, 2016
Norma Drummer Room
Meeting Minutes

Committee Members Present: Jim Baldwin, John Conroy, Alex Danka, Stanley Jachimowski, Mike Marcinek, Paul Wetowitz

Members Absent: Wayne Natzel

Others Present: Anthony Caserta, Don Smith, Kurt Miller

Mr. Marcinek called the meeting to order at 7:00 p.m.
Pledge of Allegiance was recited.

Public Comment: None

Review of Seymour Police Department Site Visit

Mr. Smith presented his report prioritizing what repairs needs to be completed and associated costs. Mr. Baldwin visited the Police Department during the last rain storm and reported on the extent of active leaks and sources of water entry.

Discussion of Previous Site Visits and Maintenance Program

Mr. Marcinek reiterated this Committee's objective is to provide the Board of Selectman a report that lists repairs by priority and associated costs on all the town buildings. This will allow the Board of Selectman the opportunity for a maintenance/review plan that can be followed year to year so repairs/issues can be addressed in a more timely manner before they become larger, more costly issues to resolve. Mr. Miller stated that once the plan is put in place, the Office of the First Selectman will be responsible for continually reporting the status/make recommendations to the Board of Selectmen on maintenance of town buildings.

Open Discussion

The committee reviewed how the priorities are defined in Mr. Smith's report. It was decided to revise to:

Priority 1 - Must be repaired immediately

Priority 2 - Repairs to be completed within 2-5 years

Priority 3 - Repairs to be completed after Priority 2 items completed and can wait to complete after the next 5 years

The Committee then discussed the underutilization of some town buildings and their potential future use. Moving/shifting some town departments around could potentially provide cost savings to the town. Another potential option is to recommend to the Board of Selectmen that 98 Bank Street be offered to the Valley Board of Health at no cost and move the Board of Education to another town building.

Follow Up on Selectman's Meeting Presentation

Mr. Miller advised that a report showing what repairs are to be completed and when, highlighting the immediate needs, should be presented to the Board of Selectmen by June. The committee would like to identify which repair items can be completed by the Department of Public Works and identify them in the report. Mr. Smith will prepare the first draft for the committee members to review.

Mr. Miller requested that this committee's capital report be presented to the Board of Selectmen for September.

Motion: Mr. Conroy made a motion to approve the minutes of November 9, 2015. Mr. Wetowitz seconded the motion.

Motion Passed: 6-0

Motion: Mr. Baldwin made a motion to approve the minutes of the Special Meeting on January 21, 2016. Mr. Danka seconded the motion.

Motion Passed: 5-0, Mr. Conroy Abstain

Motion: Mr. Conroy made a motion to adjourn. Mr. Wetowitz seconded the motion.

Motion Passed: 6-0

Meeting Adjourned at 8:30

Respectfully Submitted,

Kelly Forsyth