

**Town of Woodbury
PUBLIC BUILDING COMMISSION
281 Main Street South
Woodbury, CT 06798-0369**

**Wednesday, January 13, 2021 @ 6:30 PM
Regular Meeting Minutes – Zoom Meeting**

Members Present: Chairman Stan Love, Vice Chairman JP Fernandes, Commissioners George Messier, Colin Corbo and Bob DeLuca.

Also present: First Selectman Barbara Perkinson

1) Call to Order:

Chairman Love called the Public Building Commission Regular Meeting to order at 6:30 PM.

2) Nominations and elections for PBC 2021 Chair and Vice Chair:

Chairman: Chairman Love asked for nominations from the floor for Chairman of the Public Building Commission. Commissioner Messier made a motion to nominate Stan Love for Chairman. No other nominations. The vote was as follows: 5 to 0 in favor of Stan Love with Vice Chairman Fernandes, Commissioners Corbo, Deluca and Messier and Chairman Love all voting in favor with no abstentions or nay votes. **Unanimously Approved.**

Vice Chairman: Chairman Love asked for nominations for Vice Chairman of the Public Building Commission. After much conversation Commissioner Messier said that he would be willing to fill the position. Commissioner Corbo nominated Commissioner Messier to be the Vice Chairman of the Public Building Commission. Vice Chairman Fernandes seconded the nomination. The vote was as follows: 5 to 0 in favor with Vice Chairman Fernandes, Commissioners Corbo, Deluca, Messier and Chairman Love all voting in favor with no abstentions and no nay votes. **Unanimously Approved.**

3) Comments from audience:

None at this time.

4) Approval of December 9, 2020 Meeting Minutes

The following corrections were made to the minutes of December 9, 2020: **Page 2 - D** Chairman Love said he does not know what the **status** is on the 7 Mountain Road property. Also, First Selectman said that they are not letting anyone into the **buildings** because of COVID. **Page #2 – 3rd paragraph:** Chairman Love asked about the **concrete** on the sidewalk approach to the Senior Community Center. The Heading at the beginning of the minutes should have said Regular Meeting Minutes – **Go to Meeting**. **Page #1 – section #3 –** George Messier requested change to First Selectman Perkinson asked Chairman Love to share these minutes with people involved in the **discussion of the minutes and Page #1 last line under #3 – a comma after Boards.**

Motion: Chairman Love entertained a motion to approve the December 9, 2020 Meeting Minutes of the Public Building Commission with corrections. Commissioner Corbo made the motion and Commissioner Deluca seconded the motion. The vote was 5 to 0 In favor – Commissioners Fernandes, Deluca, Corbo, Vice Chairman Messier and Chairman Love voted in favor with no abstentions and no nay votes. **Unanimously Approved.**

5) REMINDER: PBC needs to recommend the most effective, productive and operationally efficient long-range facility plans to the Town and NOT BE CONCERNED about money for such recommendations.

First Selectman Perkinson asked the Commissioners to come up with an idea of how much money each potential facility long range plan might cost so the Board of Finance has some idea of how much money is needed. First Selectman Perkinson said that she does not need to have each project researched as to the cost. The Board of Finance will just need a rough figure so they can put it into the Capital Budget.

6) PBC's POCD status report to Planning Commission:

The Commissioners discussed the Public Building Commission's POCD Report and Update that Chairman Love prepared and emailed to everyone. This POCD report lists the sections that relate to the Public Building Commission in blue. First Selectman Perkinson has asked each Board and Commission, in Town, to read the section that applies to their Board or Commission and update their POCD status and give a report on where they are in achieving their goals. The Planning Commission is in charge of this and needs to receive a report from all the Boards and Commissions so they can present it to the Board of Selectman. This must be done every ten years. First Selectman Perkinson said that the last POCD was produced and then put on a shelf and not used again. The Report that Chairman Love prepared and gave to the Commissioners is what he would like to use when doing their POCD status report.

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7) Town Buildings:

a) Update for DPW property analysis verifying net usable land.

The Commissioners discussed the DPW property and Commissioner Fernandes said that he would send a copy of the 2011 plan of the DPW property to all the Commissioners. It was decided to continue this discussion at the next meeting.

b) Update for professional roof inspections – buildings detail list included for pricing.

Chairman Love sent out information to the Public Building Commissioners to use as a basis for a Request for Proposal (RFP). The information was discussed and voted on as follows:

Motion: Chairman Love entertained a motion to approve the roof inspection work scope and so forth for the RFP such that the Commission can make a recommendation to the Town and proceed with it. Commissioner Corbo made the motion and Commissioner Deluca seconded the motion. The vote was 5 to 0 with Chairman Love, Commissioners DeLuca, Corbo, and Fernandes and Vice Chairman Messier all voting in favor with no abstentions and no nay votes. **Approved.**

c) 7 Mountain Road and Frontier Building updates (as/if available)

Chairman Love sent a note to everyone about the Engineering and Architectural Study for the Community House on 7 Mountain Road and asked the Commissioners to read it. First Selectman Perkinson said that On Tuesday, January 19th. at 1:00 pm a consultant, that was awarded the evaluation for the Park and Rec House, will be coming to Woodbury with a member of each of the areas that are specified in the proposal. First Selectman Perkinson will be attending along with Director Miller and building official Gary Testa. This should end up with a cost to repair 7 Mountain Road.

d) Possible Shove Town staff and function relocation after Frontier building acquisition:

No discussion on this.

8) 5-Year Capital Plan update – simplified form

Chairman Love updated the form for the 5-year Capital Plan form.

Chairman Love mentioned to First Selectman Perkinson that Sue Piel had put in again for new carpet and painting in the 2021-2022 budget. First Selectman Perkinson said that this was because this project was not done in 2020-2021. Chairman Love had asked Sue Piel for the rendition of the 2018 proposal she has from a Southbury architect to expand the Library to 2400 sq. ft. and he included the rendition in the information the Commissioners received.

Commissioner Fernandes emailed the two individual site plans on the DPW property to everyone.

The next Public Building Commission will be on February 10, 2021 at 6:30 PM.

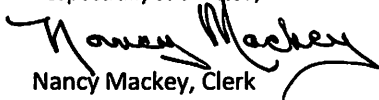
Commissioner Corbo mentioned that he looked at the concrete at the Senior Community Center and determined that it definitely was deteriorated and needs something more significant than just filling in the cracks. First Selectman Perkinson discussed this with Director Ray and the Director of Public Works and it is hoped that when the Senior Community Center opens again that it will be taken care of.

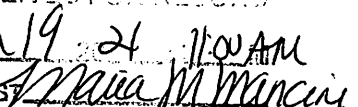
#7-a Town Buildings continued: There was more discussion at the end of the meeting on this subject and Commissioner Fernandes suggesting the Commission take a broad view of the property at the DPW to see how much space is actually available and what can or cannot be utilized.

9) Adjournment:

Motion: The meeting was adjourned at 7:26 pm on a motion by Commissioner Deluca and it was seconded by Commissioner Corbo.

Respectfully submitted,


Nancy Mackey, Clerk

RESOLVED FOR RECORD
Jan 19 21 11:04 AM
ATTEST 
TOWN CLERK, WOODBURY CT ASST