



# TOWN OF SUFFIELD

**MEETING MINUTES  
PERMANENT BUILDING COMMISSION  
REGULAR MEETING  
December 7, 2023 7:00 p.m.  
IN-PERSON AND ZOOM MEETING**

**Location: Town Hall Meeting Room  
83 Mountain Road Suffield, CT**

**Zoom Link:**

<https://us02web.zoom.us/j/86980359643?pwd=K2wrUWM5dUloSIB5N21Sckg4WFY0dz09>

**Zoom Call In Number:** 1 646 876 9923

**Meeting ID:** 869 8035 9643

**Password:** 331987

---

**Meeting Name: Permanent Building Commission**

**By: Rebecca Sypek - Recording Secretary**

**Type of Meeting: Regular Meeting**

---

**Permanent Building Commission Members Present**

Kevin Goff, Chairman

Glenn Neilson, Vice Chairman

Billy Gozzo, Member

Heather Van Deusen, Member

Joe Sangiovanni, Member

Marty Page, Alternate Member

**Also Present**

Christopher Matejek, Facilities Manager

Art Diaz, Eagle Rivet

**Absent**

Brian Baril, Alternate Member

Cathie Ellithorpe, Member

Chairman Kevin Goff called the Regular Meeting of the Permanent Building Commission to order for Thursday, December 7, 2023 at 7:00 p.m. He asked for a roll call identifying members present at the meeting.

## **Public Comment**

None

## **Approval of the Minutes from the Special Meeting held on November 2, 2023**

Approval of the Minutes from the Special Meeting held on November 2, 2023. Spelling correction under Suffield High School Roof Replacement discussion from president to precedent. Also, Marty Page abstains from the vote since he was absent from the prior meeting. With those notes, Glenn Neilson motioned to approve the minutes, and Heather Van Deusen seconded. Motion passed unanimously.

## **Suffield High School Roof Replacement discussion**

This topic was requested to be moved up in the meeting. Glenn Neilson motioned to approve the minutes, and Billy Gozzo seconded. Motion passed unanimously.

Chris Matejek introduced Art Diaz to discuss roof replacement options and reiterated the history of the roof and his recommendations for future roof work.

Art then discussed his opinions of the roof. He believes that the flat portion of the roof is in good shape even though the original warranty has expired. As of now, the roof has several years of serviceable life before replacement is necessary. He estimated costs and warranty options for a total replacement, an overlay to the existing, or a restoration of the existing for the flat portion of the roof.

Art then discussed the shingled portions of the roof. There are sections of the roof where the ventilated roof deck is failing, . Kevin Goff asked if these issues were visible, and Art confirmed that from the roof plane these are visible issues.

Chris then discussed potential state reimbursement options as of now since these options change frequently.

The Commission asked Art clarification questions for what the job would entail.

Chris noted that there is some money set aside for a job like this in the town budget.

Kevin agreed that this is a project that should be added to the list of priorities once the facilities report is complete.

## **Continue Babb's Roller Rink Project Update and discussion to prepare budget**

Last night the Board of Selectmen approved a design budget of \$32,000 for this project. Kevin Goff believes an engineering study should be priority to confirm that the existing building can be modified to meet the intent of the pavilion concept.

DiBlasi Associates sent in a proposal for an assessment and Kevin asked for a motion from the Commission.

Marty Page viewed the proposal and brought up potential issues with it. Kevin recommended going back to get clarification on what is included in the assessment to approve the proposal at a future meeting.

The Commission then discussed potential next steps after the engineering study and things that could potentially become issues for the project; however, the engineering study is a required first step.

## **Update KML Library EPA Testing results and discussion**

Chris Matejek reiterated the history of this testing. The most recent tests were just air testing, and all areas passed except two. There was a recommendation to increase external air ventilation; however, he's waiting for a conference call on Monday to learn what the implications of these test results will be. Members of the Commission would like to be on this call if possible, and Chris said he would clarify that this can happen.

## **New Business**

None

## **Public Comment**

None

The next Regular Meeting of the Permanent Building Commission is scheduled for Thursday, January 4, 2024 at 7 p.m.

Joe Sangiovanni motioned to adjourn the meeting, and everyone seconded. Motion passed unanimously. The meeting adjourned at 8:01 p.m.

Respectfully submitted,  
Rebecca Sypek  
Recording Secretary