



TOWN OF SUFFIELD

MEETING MINUTES PERMANENT BUILDING COMMISSION SPECIAL MEETING

July 25, 2024

6:00 p.m.

In Person Meeting Only

**Locations: A. Ward Spaulding Elementary School
945 Mountain Road
West Suffield, CT**

Meeting Name: Permanent Building Commission

By: Kristen Lambert - Recording Secretary

Type of Meeting: Special Meeting

Permanent Building Commission Members Present

Kevin Goff, Chairman
Glenn Neilson, Vice Chairman
Joe Sangiovanni, Member
Billy Gozzo, Member
Heather Van Deusen, Member
Cathie Ellithorpe, Member
Marty Page, Alternate Member

Permanent Building Commission Members Absent

Brian Baril, Alternate Member

Also Present

Brad Belcher – ACCE Chair
Larry Plano – Director of Facilities, Suffield Public Schools
Eric Remington – Business Manager, Suffield Public Schools
Joe MacArdle – District Maintenance, Suffield Public Schools

Chairman Kevin Goff called the Special Meeting of the Permanent Building Commission to order for Thursday, July 25, 2024 at 6:00 p.m. and distributed worksheets to each commission member to allow them to systematically address the areas of concern.

Continue Review of Facilities Master Plan - Tour of A. Ward Spaulding Elementary School to Review Field Conditions

The commission began the tour in the school parking lot. The group reviewed the condition of the paving on existing driveways and parking areas, as well as the granite curbing. They also observed the existing sidewalks that run along the building on all sides, some of which are paved and some are concrete. Mr. Plano and Mr. MacArdle guided the commission and provided a valuable timeline regarding the work that has been completed over the years on the building. Throughout the grounds tour, the majority of the commission members expressed concerns with the condition of certain areas of the brickwork, the windows, the caulking/sealing around the windows and the surrounding trim work. An additional area of concern was the “portable” building on the backside of the school, which is approximately 40 years old and is no longer being utilized as a learning space for the students.

7:00 p.m. Mr. Plano exited the meeting.

The second part of the tour included a walk-thru of the school’s interior spaces. The commission members observed classrooms, hallways, bathrooms, the gymnasiums, the cafeteria and the basement. They evaluated the plumbing, the mechanicals, the electrical and the general interior areas to determine what type of site improvements may be necessary. The group engaged in an in-depth discussion on their observations and asked questions of Mr. MacArdle and Mr. Remington, which they answered to the best of their ability.

At the end of the tour, Chairman Goff reviewed the prioritization of the items on his evaluation sheet and asked all members for their thoughts and feedback. All were in agreement with the information reflected on the spreadsheet and agreed to wait until they had a chance to meet with the faculty of Spaulding Elementary School before making any further decisions. The group hopes to meet with Principal Gina Olearczyk and Superintendent Matt Dunbar in the near future.

Public Comment

None

Next Meeting

The Regular Meeting scheduled for Thursday, August 1st will be cancelled and a Special Meeting will be scheduled for 6:00 p.m. on Thursday, August 8, 2024. E. Remington plans to coordinate with the appropriate school officials with regard to incorporating further discussion on Spaulding Elementary School and conducting a tour of the McAlister Intermediate School during the August 8th meeting.

Commissioner Gozzo MOTIONED and Commissioner Neilson seconded, to adjourn the meeting at 7:38 p.m. Motion passed unanimously.

Respectfully submitted,
Kristen Lambert
Recording Secretary