

TOWN OF EAST WINDSOR

The following ordinance was adopted at a Special Town Meeting duly warned and held on April 29, 2015.

“AN ORDINANCE CREATING A PERMANENT BUILDING COMMISSION”

BE IT ORDAINED by the legislative body of the Town of East Windsor the following ordinance creating a Permanent Building Commission:

Ordinance No. 82-1 is repealed, and this ordinance is substituted in lieu thereof.

ORGANIZATION:

The Permanent Building Commission shall consist of nine members, all of whom shall be electors of the Town of East Windsor.

The members shall serve six (6) year terms following the initial terms set forth in Ordinance 98-1 “An Ordinance Creating A Permanent Building Commission” adopted May 14, 1998.

At the first meeting of each year, the Commission members shall elect a chairperson, a vice chairman and a secretary.

Meetings shall be held upon the call of the chairperson or a majority of Commission members.

The Commission shall conduct its business in accordance with Roberts Rules of Order.

POWERS AND DUTIES:

The Permanent Building Commission shall receive an annual inspection and inventory of all buildings owned by the Town of East Windsor. On or before October 15 of each year the Commission will make recommendations to the First Selectman for necessary repairs and renovations.

The Commission shall submit to the Board of Selectmen each October a five-year capital plan of prioritized structural and/or major capital building expenditures.

Subject to approval by the Board of Selectmen and the limits of appropriations allocated to a given project in total of more than \$20,000, the Commission shall prepare construction plans as need for each project; employ architects, engineers and such other services as may be required; procure competitive bids as needed for each project; recommend contract awards in accordance with the Commission’s best judgement; arrange for adequate supervision of each project; and generally supervise and direct any alteration, renovation, expansion or construction authorized by the Board of Selectmen.

The Permanent Building Commission shall coordinate the functions and approvals of the various Town boards, agencies and departments to facilitate the alteration, expansion, sale, demolition or construction of public buildings, structures and facilities within the Town. The Permanent Building Commission shall oversee all building projects in total of \$20,000 or more, funded by the Town.

EFFECTIVE DATE:

This ordinance shall become effective fifteen days from the publication thereof (May 19, 2015).

Ord. 15-02
Journal Inquirer
May 4, 2015

Attest:
Joanne M. Slater, CCTC
Town Clerk of East Windsor