

**Town of Barkhamsted  
School Roof Building Committee**

**Meeting Minutes  
Tuesday, September 8, 2015  
Barkhamsted Town Hall**

Attendance: Don Stein, Al Neumann, Carmen Smith and Paul Duran. Also present were Roger LaFleur and Jeff Linton.

Meeting called to order at 5:05 PM.

The minutes of the meeting of August 4, 2015 were approved on a motion made by Paul Duran, seconded by Carmen Smith, and passed unanimously (Carmen abstained).

Discussion items:

Roof Project

- Per Roger, and as reported by the roofing consultant, Tim Mulcahy, the quality of the roofing installation is excellent.
- The major concern is the delay in completion. Assuming the delay in contract execution, the installation should have been substantially complete by September 14. However the hot weather and shortages in available labor at the union hall have caused additional delays.
- After a meeting with the contractor on Friday, 9/11, there is a commitment to having all panels installed by 9/21/15. Seam sealing will begin on the 22<sup>nd</sup> and all of the flashing, sealing, roof caps and finish work will take approximately 1 month.
- The committee expressed concern about sloppy cleanup of nails and metal pieces and the fact that there were still roof leaks in the areas near the kitchen, office and nurse's room. The flat roof by the kitchen is a problem. Mike Beaulieu and the foreman were going to emphasize clean-up both in the morning and at the end of the work day.
- The leakage issue was discussed at the Friday meeting with the contractor, and he was going to take steps to expedite the completion in those areas. A determination needs to be made if the water damage is from the current situation, whether there is any mold present, and whether it will require contact with the contractor's bonding and/or insurance companies. Jeff Linton will bring in a contractor to test the kitchen and other areas for mold and the committee will take needed action as appropriate.
- Appropriate steps to assure parking and public safety were also requested for the soccer league opening day on 9/12 and for the school open house and ice cream social at the outdoor classroom on 9/24.
- Snowguards will be installed on the roof to prevent snow falling from the roof and blocking egress from the school doors. The bid also includes roof heaters to allow the gutters to function and to avoid buildup of ice dams.

Solar Project

- The area for the new switchgear has been marked by call-before-you-dig and Eversource is in the process of approving the equipment.

- The PV panels can be installed in parallel with or before the switchgear installation. Part of the new gear will include surge protection for the school. Erik Bartone will provide a schedule accounting for weather and roof readiness for the next meeting.

The committee reviewed the expenditures to-date and saw no issues or anomalies.

The meeting was adjourned at 5:55 PM.

Respectfully submitted,  
Donald S. Stein

First Selectman

***The next meeting will be at 6:00PM on Tuesday, October 13<sup>th</sup> at Town Hall.***