

**Town of Barkhamsted
School Roof Building Committee**

**Meeting Minutes
Monday, March 2, 2015
Barkhamsted School**

Attendance: Don Stein, Al Neumann, Sarah Nanni, and Paul Duran. Also present were Roger LaFleur, Jeff Linton, David Arai and Scott LaChappelle of Maier Design Group and members of the Board of Education.

Meeting called to order at 6:00 PM.

The minutes of the meeting of February 10, 2015 were approved on a motion made by Paul Duran, seconded by Sarah Nanni, and passed unanimously. A brief discussion concluded that the invoices will be reviewed by the Committee and that Al Neumann will provide Committee guidelines for discussion at the next meeting.

The plans and specifications for the school roof project were approved, subject to final review by Paul Duran and Al Neumann, on a motion by Don Stein, seconded by Paul Duran and passed unanimously. The Board of Education also approved the plans and the necessary paperwork for the State was signed. The meeting to review this information with the State Department of Administrative Services is scheduled for March 11. Don Stein and Jeff Linton will attend, along with the consultants. Actions resulting from this review were:

- Provide a line item for new roof heaters over doors, rather than reuse the existing units.
- Provide ground level cleanouts for each downspout
- Current estimate is \$924,345, including project management fees. RRDD #1 will provide dumpsters and transportation of removed roof material. This will provide some savings for disposal of the old roof.

Other items:

- All chimneys are currently being used and will be cleaned and sealed to better preserve them.
- Carmen Smith and Sarah Nanni will review the colors and provide a selected color for the Committee's approval.
- Schedule:
 - The contractor has divided the roof into 10 sections for estimating and scheduling purposes. The order of installation can be changed depending on the needs of the school. The completion of the project could go into early September with the work during the school day being primarily wrap-up and punchlist items.
 - Roger LaFleur will review the schedule with Jeff Linton and provide a project schedule after that review. The expectation is that a contractor will be selected by the end of April and the project will be ready to start by the end of school (June 19).
 - The contractor is responsible for job site safety and will fence off areas as required when the work precludes teachers or children from entering those areas. Al Neumann will review the plan when it is available.

- Jeff Linton reported that 30-40 children participate in summer programs. The decision was made to move the programs to other locations for the coming summer in the interest of safety for the children.

The meeting was adjourned at 6:55.

Respectfully submitted,

Donald S. Stein
First Selectman

Note: the next meeting of the Building Committee will be April 16 at 6:00 PM at the Barkhamsted School, and will be a joint meeting with the Board of Education to approve the plans for the solar project prior to the State meeting on April 21.