

**Town of Barkhamsted  
School Roof Building Committee**

**Meeting Minutes  
Tuesday, June 9, 2015  
Barkhamsted Town Hall**

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

Meeting called to order at 6:05 PM.

The minutes of the meeting of May 12, 2015 were approved on a motion made by Rich Winn, seconded by Carmen Smith, and passed unanimously.

Roger LaFleur provided the Committee with copies of the signed contract page from Beaulieu, the selected roofing contractor, as well as a copy of their performance bond for \$838,000 and a copy of their insurance coverage. Roger also provided a list of the discussion points which will be covered in the contractor kickoff meeting, tentatively scheduled for 2:00PM on June 16 at the Elementary School. Besides this list, there will be discussion of the schedule for individual roof sections, parking requirements both in back of the school for contractors, and along the circle on the side of the building for staff. School administrative staff will park at town hall. The requirement from the Fire Marshal is that at least one lane be kept open on the circle.

The need for certified payrolls was emphasized and the committee also designated that any claims for extras would first go to Roger, and that no go-ahead could take place unless Don Stein also agreed on the budgetary requirements. For anything more than a routine expense, the Building Committee would hold a special meeting to review any such claim.

The Committee reviewed the school drainage, since all roof drainage and the parking lot surface drains connect to a subsurface system in the far southwest corner of the playground. The contractor will be asked to sweep up debris to keep it out of the catch basins and also they will be asked to close off the gutter down spouts. Al Neumann pointed out that any cleaning expenses could be eligible for state reimbursement.

The photovoltaics project will be reviewed at the State Department of Education on Wednesday, June 10, and it is expected that all needed signatures and approvals will be obtained so that the RFP can be issued the week of June 15. The RFP will include appropriate language that we cannot proceed with until the state funding approval has been received.

Roger said that he had met with the Fire Departments (Steve Elovirta, Jim Shanley, and Norman Bird) and he felt it was a positive meeting and that they were satisfied with the design practices that were being employed. The design meets the 2014 code, but there was a request made to provide access points/pathways to allow holes to be put in the roof in the event of a fire. However, it is not expected that firemen would go up on the roof if there were a fire, and the Committee requested that there be no additional roof penetrations or charges resulting from the requested access.

Don Stein reported that the Special Act that would authorize the photovoltaics project did not make it into the regular legislative session. Per Senator Witkos, it will be included in the Special Session. Unfortunately, we will not know if it is approved until the end of the session (~July 1), and then it will have to go to the State Bond Commission. If everything goes well, we hope to issue the RFP the week of June 15 and then kick off the project by the end of August.

The meeting was adjourned at 6:55, on a motion made by Paul Duran, seconded by Rich Winn, and passed unanimously.

Respectfully submitted,  
Donald S. Stein

First Selectman

*Next Meeting: July 14, 6:00PM; Town Hall*