

SCHOOL ROOFING PROJECT COMMITTEE
SPECIAL MEETING MINUTES

Wednesday, February 19, 2020
10:30 AM

Superintendent's Conference Room
Board of Education Administrative Offices
137-B Glenwood Road
Clinton, CT 06413

Present: Michael Hornyak; Dennis Donovan; Jack Scherban; William Watkins, Assistant Director of Public Works; Maryann O'Donnell, Superintendent of Schools

Guests: Paul Jorgensen and Kenneth Linsley from Silver Petrucelli & Associates

1. Call to Order

The meeting was called to order at 10:30 AM.

2. Approval of Minutes – January 3, 2020

D. Donovan made a motion, seconded by J. Scherban, to approve the minutes of January 3, 2020 meeting. Motion carried unanimously.

3. Introduction to Design/Engineering Firm

M. O'Donnell introduced P. Jorgensen and K. Linsley from Silver Petrucelli & Associates, the architectural firm selected for the summer roofing projects at Joel and Eliot schools.

4. Overview of Timeline

P. Jorgensen provided a brief overview of Silver Petrucelli's role in the process for project approval from the State Department of Education Office of School Construction Grants and Review (OSCG&R). K. Linsley provided the group with documentation that will need to be submitted with the grant application. If the grant application is submitted to OSCG&R in early March, that should provide enough time for approval and bidding to occur. Once the project has been formally approved, Silver Petrucelli can put out bids for contractors. M. O'Donnell noted that the initial cost estimates provided by K. Linsley are less than the amount that was bonded for the project.

5. Roof Design Discussion

There was a brief discussion on the solar panels at Joel and the cost quoted for the removal and reinstallation of the panels. The work specific to the solar panels is not eligible for reimbursement from the state, but it part of the approved project.

P. Jorgensen discussed with the committee various material, color, and warranty options available for the roofs.

M. O'Donnell made a motion, seconded by M. Hornyak, to move forward with a 30-year, black EPDM roof at both Joel and Eliot schools. Motion carried unanimously.

6. General Discussion

The group briefly discussed subsequent meetings that will be needed. P. Jorgensen suggested that the committee will need to hold at least one meeting related to design and at least one meeting once bids have gone out. These meetings will be coordinated and scheduled once OSCG&R has given formal approval to the projects.

7. Adjournment

D. Donovan made a motion, seconded by W. Watkins, to adjourn the meeting at 11:26 AM. Motion carried unanimously.

Respectfully submitted by Cassie Cannamela