

SCHOOL ROOFING PROJECT COMMITTEE
SPECIAL MEETING MINUTES

Thursday, November 12, 2020
10:00 AM

Via Zoom Teleconference

Present: Dennis Donovan; Jack Scherban; William Watkins, Assistant Director of Public Works; Gonzalo Carrion, Director of Buildings & Grounds; Maryann O'Donnell, Superintendent of Schools

Guests: Paul Jorgensen and John Tuz from Silver Petrucelli & Associates

1. Call to Order

The meeting was called to order at 10:05 AM.

2. Approval of Minutes – October 27, 2020

D. Donovan made a motion, seconded by G. Carrion, to approve the minutes from the meeting of October 27, 2020. Motion carried unanimously.

3. Review and Possible Approval of Invoices

a. Joel School 027-0065 RR

i. The Imperial Company: Payment App #3 \$327,393.11

D. Donovan made a motion, seconded by M. O'Donnell, to approve Application for Payment #3 submitted by The Imperial Company Restoration Contractor, Inc. for work at Joel School in the amount of \$327,393.11.

Discussion ensued about the balance of the project remaining. J. Tuz provided a summary of some recent work that has been done as well as outstanding items to be completed. G. Carrion mentioned several recent issues that have been discovered and J. Tuz confirmed the remedy and responsible party would be confirmed with the final punch list. The committee discussed the overall issues and delays on the project to date and expressed frustration with the perceived lack of urgency for completion.

D. Donovan made an amended motion, seconded by M. O'Donnell, to approve partial payment towards Application for Payment #3 submitted by The Imperial Company Restoration Contractor, Inc. for work at Joel School in the amount of \$200,000.00. Motion carried unanimously.

ii. Silver Petrucelli: Invoice #20-2191 \$2,820.00 (remainder owed)

M. O'Donnell reminded the committee that during the meeting in September, this invoice was approved for partial payment.

J. Scherban made a motion, seconded by W. Watkins, to approve payment towards invoice #20-2191 from Silver Petrucelli & Associates dated 9/1/2020 in the amount of \$2,820.00 which represents the outstanding balance owed. Motion carried unanimously.

b. Eliot School 027-0066 RR

i. The Imperial Company: Payment App #3 \$102,267.79

J. Tuz reported that he and G. Carrion had walked the site this week to review some of the outstanding items. Again, the committee discussed overall delays and issues to date and bewilderment that the project is still continuing. It was specifically noted that there are skylights that have not been completed, but the payment application before the committee requests full payment for that item.

J. Scherban made a motion, seconded by G. Carrion, to table the approval of Payment Application #3 submitted by The Imperial Company Restoration Contractor, Inc. for work at Eliot School and request that it be revised and resubmitted for consideration. Motion carried unanimously.

ii. Silver Petrucelli: Invoice #20-2273 \$624.00

M. O'Donnell noted that this invoice was related to Clerk of the Work costs only.

D. Donovan made a motion, seconded by J. Scherban, to approve invoice #20-2273 from Silver Petrucelli & Associates dated 10/1/2020 in the amount of \$624.00 for Eliot School. Motion carried unanimously.

4. General Discussion

J. Tuz will communicate the committee's decisions related to The Imperial Co.'s payment applications. The committee reiterated the need for expedient completion, especially with winter weather approaching and the need for solar panel reinstallation.

5. Adjournment

D. Donovan made a motion, seconded by G. Carrion to adjourn the meeting at 10:53 AM. Motion carried unanimously.

Respectfully submitted by Cassie Cannamela