

BUILDING COMMITTEE
VOLUNTOWN ELEMENTARY ROOF PROJECT
195 Main Street Voluntown CT 06384
SUPERINTENDENT OF SCHOOLS: Adam S. Burrows
Building Committee Chair – Barbara Gileau

Art Ivanick
Paul Ricard

Ron Millovitsch
Jo-Anne Weir (Secretary)

MINUTES

Building Committee Meeting
Friday, January 24, 2014
Central Office - 10:30 a.m.

CALL TO ORDER The Superintendent of Schools called the meeting to order at 10:40 a.m.

ATTENDANCE Present: Barbara Gileau, Art Ivanick, Ron Millovitsch, Paul Ricard, Jo-Anne Weir
Also Present: Superintendent Adam Burrows, Mike Boudreau of TREMCO, and Ken Biega of O & G Industries

ELECTION OF OFFICERS The Superintendent of Schools requested nominations for the Committee Chairperson.

MOTION #1 (1/24/14): made by Jo-Anne Weir **SECONDED BY** Ron Millovitsch that the Building Committee nominate Barbara Gileau to the position of Committee Chairperson. There were no other nominations.

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

The Committee Chair Barbara Gileau requested nominations for Committee Secretary.

MOTION #2 (1/24/14): made by Ron Millovitsch **SECONDED BY** Art Ivanick that the Building Committee nominate Jo-Anne Weir to the position of Committee Secretary. There were no other nominations.

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

PURPOSE OF THE BLD COMMITTEE Superintendent of Schools reviewed the purpose of the Building Committee.

TREMCO PRESENTATION Mike Boudreau of TREMCO provided a Roofing Analysis Report dated December 12, 2013. Discussion took place on Thermal Core Roof Analysis Results, Voluntown Elementary School Overview - Existing Conditions, and Roofing System Recommendations. There was additional discussion on associated costs relative to long term maintenance, roof preservation, roof repair and replacement options.

O & G INDUSTRIES Ken Biega of O & G Industries reviewed similarities, differences, and timelines associated to a Request for Proposals (RFP) and a Request for Qualifications (RFQ) for development of the Concept, Estimation and Design and Construction Administrative Services for the roofing project. Additionally, Mr. Biega reviewed the Connecticut State Department of Education (SDE) Bureau of School Facilities (BSF) overview of the School Construction Process. The purpose of the overview is to guide the process to be followed by design professionals and Local Education Agencies (LEAs) in order to successfully and expeditiously move through plan development, review, and the approval process.

MOTION #3 (1/24/14): made by Ron Millovitsch **SECONDED BY** Art Ivanick that the Building Committee authorize the Request for Qualifications (RFQ) Process in seeking to engage a Consulting Firm to provide professional services for the Voluntown Elementary School Roof Project

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

NEXT SCHEDULED MEETING Friday, February 7, 2014, Central Office Building, 10:30 a.m.

ADJOURNMENT: **MOTION #4 (1/24/14):** made by Art Ivanick **SECONDED BY** Paul Ricard that the Building Committee adjourn the meeting at 11:55 a.m.

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

APPROVED BY THE BOARD FEBRUARY 24, 2014

Respectfully Submitted, Sherry Pollard, Board Clerk