

Minutes of the Building Committee (Roof Project) Meeting Wednesday, July 15, 2015, 2:00PM in the Board of Education meeting room.

Members present: Barbara Gileau (Chair), Jo-Anne Weir (Vice Chair), Art Ivanick, Ron Millovitsch, and Paul Ricard. Also present were Al Jacunski (Architect) and Adam S. Burrows (Superintendent).

Guests: Danny Young, Larry Ruotolo, and Ron Ruotolo (all from Quality Roofing Services, Inc.)

Call to Order: Barbara Gileau called the meeting to order at 2:04PM

A project update was presented by Al Jacunski and Danny Young, President of Quality Roofing Services.

- Reviewed minutes of the 7-8-15 construction meeting and noted the progress being made.
- Paul Ricard indicated a leak appeared on 7-15-15 near a drainage area on the roof over the conference room near the school office and that it had been repaired.
- Paul Ricard reported that on 7-15-16 a contracted electrician determined the cause of two non-functioning circuits in the primary wing. A conduit had been pierced by an anchoring screw and has been repaired. In addition, wires cut by an anchoring screw in a difficult place to access will require a little more time to correct.
- The propane pipes located on the roof will be replaced and an addendum to the contract will be submitted. Al Jacunski noted this would be eligible for state reimbursement. Paul Ricard contacted our propane supplier who will shut off the propane service at our tanks on July 16, 2015. Larry Ruotolo suggested the addition of more shut-off valves for this piping system to allow our Director of Facilities to have more control over the different systems and areas requiring propane in the building.
- Danny Young expects “substantial completion” of the project by August 21, 2015
- The next construction services meeting will be held on Wednesday, July 22, 2015 at 2:00PM in the Board of Education meeting room.

The minutes of the May 20, 2015 Building Committee meeting were reviewed. Art Ivanick made a motion to approve the minutes; Jo-Anne Weir seconded. Motion was approved

Review and approval of expenditures:

- Adam Burrows reviewed a summary report of invoices.
- The Building Committee had previously approved the payment of \$14,092.95 through 5-20-15.
- Five additional invoices totaling \$299,306.50 were reviewed and included the first payment to Quality Roofing Services, Inc. in the amount of \$290,700. Also included were two invoices for architectural services and two invoices for legal services that are eligible for reimbursement.
- Expenditures through 7/15/15 total \$328,128.95.

Art Ivanick made a motion to authorize payment of \$299,306.50 for these five invoices; Ron Millovitsch seconded. Motion was approved.

Quality Roofing Services, Inc.:

Ron Millovitsch made the motion to officially record Quality Roofing Services, Inc. as the contractor for the Voluntown Elementary School Roof Replacement Project. Art Ivanick seconded. Motion was approved

Citizen comments: None

Request from Office of School Facilities:

Adam Burrows received a request from the Connecticut Department of Administrative Services, Division of Construction Services, for more information to document the funding sources for the school roof project. The following is a motion from the 7/14/15 Board of Selectmen meeting. A copy of the minutes have been certified and sent to the state to update their records to further verify the balances in the accounts used to fund this project.

Old Business: Board of Selectmen Minutes 7-14-15

School Roof Project Mr. Robert Ficeto, Connecticut DAS Office of School Facilities, contacted the BOS regarding funding for the School Roof Replacement Project. Mr. Ficeto requested more detailed information about the funding for the project. The BOS will forward a copy of these minutes and establish an account for the project as follows:

ASSETS	Capital Non-recurring Fund	\$493,239
	Voluntown School Roof Project:	\$200,000
	Total Remaining Undesignated Balance:	\$293,239
	Total:	<u>\$493,239</u>
FUND BALANCES	Total Fund Balances:	\$2,719,993
	Restricted:	\$480,512
	Committed:	\$639,802
	Assigned:	\$ 29,594
	Voluntown School Roof Project:	\$904,304
	Unassigned:	<u>\$665,781</u>
	Total:	<u>\$2,719,993</u>

Motion A motion was made (Ronald Millovitsch/Robert Sirpenski) to move the sum of \$200,000 from the Capital Nonrecurring Fund and the amount of \$904,304 from the Undesignated Fund into the Voluntown Elementary School Roof Replacement Project Account. Motion Approved.

The next Building Committee meeting will be held on Wednesday, August 5, 2015 at 2PM. Agenda items include construction update, review of expenditures, and authorization to pay new invoices.

Art Ivanick made a motion to adjourn the meeting at 2:54PM. Paul Ricard seconded. Motion approved.

*Respectfully submitted,
Adam S. Burrows*

Public Comment Disclaimer

The Building Committee welcomes public participation and asks that speakers please limit their comments to five minutes. Speakers may offer objective comments that concern them. To protect impartiality the Building Committee will not respond to comments made during public comment, except to clarify issues. When appropriate, district administration will follow-up at a later point in time.