

Middlebrook and Booth Hill Elementary School Roof Building Committee Meeting
February 15, 2023
7:30 pm
Long Hill Conference Room, Town Hall

Present: Chairman Patricia Borghesan, Michael Ward, Tony Scinto, Joanne Glasser Orenstein, Mark Hoffman, Lynne Salta and Joy Colon

Absent: Steven Cahill and Chris Bandecchi

Also Present: Dan Martin, Assistant Finance Director; Kevin Bova, Director of Purchasing; Cindy Katske, Chief Administrative Officer; Dave Cote, TPS Director of Operations and James Nugent, Town Attorney

The meeting was called to order at 7:31 pm by Ms. Borghesan followed by the Pledge of Allegiance and Roll Call.

Past Minutes

Motion was made by Mr. Ward to approve the minutes of December 6, 2022 as presented. Seconded by Ms. Colon. Motion was approved with an abstention from Mr. Hoffman.

Discussion and Approval of Invoice from Silktown Roofing

Mr. Cote explained this invoice is pre-payment for materials and Performance and Payment Bond. He noted materials were pre-purchased for the project to address some of the supply chain issues and the cost impact. Silktown is covering the storage costs. They are looking at the April break to bring the materials on-site. All documentation has been signed by Paul Lisi from Antinozzi as required. **Motion was made by Ms. Glasser Orenstein to approve the invoice for Silktown Roofing. Seconded by Mr. Hoffman and approved unanimously.**

Discussion and Approval of Invoice from Antinozzi Associates

Antinozzi is requesting 10% of the Construction Administration costs in the amount of \$1,400. **Motion was made by Ms. Glasser Orenstein to approve the invoice from Antinozzi Associates. Seconded by Mr. Hoffman and approved unanimously.**

Update on the Middlebrook School Roof Project and Timeline

Mr. Cote noted there was no further information on the project. Discussion was held regarding the grant application to the State for the HVAC system update. Mr. Cote noted grants will be awarded at the end of February by the State. If the grant funding is not received, there is money in the capital budget to provide for an upgrade to the system. However, this upgrade would be on a smaller scale and not up to the scope they could do with full funding.

Solar panel research was discussed. Mr. Cote and Mr. Bova have been in contact with several individuals and companies regarding this initiative. Information was given regarding RFPs for contractors and how

solar could be included in future projects. Further discussion was held regarding moving forward with this type of project as it has saved thousands in utility bills.

Ms. Borghesan closed the discussion of the Middlebrook Elementary School Roof Project at 7:45 p.m. and opened the second part of the meeting to discuss the Booth Hill Elementary School Roof Project.

Update on the Booth Hill School Roof Project and Timeline

Ms. Borghesan and Mr. Cote noted the Legislation and Administration Committee approved the resolutions required for the State application that were previously approved by the Building Committee. The Town Council approved all resolutions on February 6, 2023 and they will become active on February 28, 2023.

Financial Report for Booth Hill Roof Project

Ms. Borghesan noted the balance is \$30,565. It was noted the funding is now accessible as approved in the Capital Plan. A contract can now be established with Antinozzi Associates. Once the contract is signed, Mr. Lisi will be able to move forward with submission of the State application which will trigger a Prep meeting with the Committee members and the State.

School Building Assessment Meetings

Mr. Ward noted the next meeting is scheduled for March 22, 2023 at Madison Middle School. Booth Hill School received the lowest rating.

Next Meeting Date

A meeting date will be established when there is Committee business to address.

Adjournment

There being no further business, **motion was made by Ms. Salta to adjourn the meeting at 7:57 pm. Seconded by Mr. Hoffman and approved by unanimous consent.**

Respectfully submitted,

Barbara Crandall
Clerk