

Stafford School
Roof Replacement Committee
Special Meeting May 16, 2019

Present: Mary Fortier, John Friemouth, Karen Hintz, Kristin Irvine, Mike Lamothe and Andrew Wood

Also Present: Timothy Callahan and Roger Rousseau

Excused: Tamysa Cobbs, Justin Mauldin, and Richard Rozanski

CALL TO ORDER

The meeting was called to order at 5:34 p.m. by Timothy Callahan

NOMINATION OF THE CHAIRPERSON

Karen Hintz nominated Kristin Irvine. There were no other nominations.

On a motion by Karen Hintz and seconded by Mike Lamothe, it was unanimously voted to approve Kristin Irvine as chair of this committee

PROJECT MANAGER/PURCHASING AGENT UPDATE

Timothy Callahan gave a brief synopsis of the project and the expectation of the committee.

The current schedule reflects a construction start date of summer 2020.

Roger Rousseau handed out the qualifications for architectural services with a score sheet. At the next meeting, the firms will be discussed and the top four chosen to come in for interviews. Mike Lamothe would like to read through the contract prior to the firm signing.

There will be no issues with summer programs and the roof replacement happening simultaneously. The schedule will be shared with Parks and Recreation.

REVIEW AND APPROVE EDUCATION SPECIFICATIONS

Education specifications are on file in Room 24 at the Board of Education.

On a motion by Karen Hintz and seconded by Mary Fortier, it was resolved that the Stafford Roof Committee approves the education specifications for the Stafford School Roof Replacement at 212 Louisiana Avenue in Bristol, CT and to forward on to the Board of Education for full approval.

DISCUSS FUTURE DATES

June 20, 2019 will be the next meeting. A formal calendar with the dates for upcoming meetings will be presented for approval at the next meeting. The third Thursday at 5:30 p.m. was accepted.

On a motion by Karen Hintz and seconded by Mary Fortier, it was unanimously voted to adjourn the meeting at 6:16 p.m.

Respectfully submitted,

Tara R. Landon
Administrative Assistant/Operations

APPROVED