

Stafford School
Roof Replacement Committee
Regular Meeting, June 18, 2020
via WebEx Online Platform

Present: Chair Kris Irvine, Mary Fortier, John Freimouth, Karen Vibert, and Andrew Wood

Also Present: Jill Browne, Timothy Callahan and Lindsey Rivera

1. CALL TO ORDER

The meeting was called to order at 5:36 p.m. by Chair Irvine

2. APPROVAL OF MINUTES

A motion by Karen Vibert and seconded by John Freimouth to approve the meeting minutes from the April 16, 2020 special meeting passed unanimously.

A motion by John Freimouth and seconded by Andrew Wood to approve the meeting minutes from the May 21, 2020 special meeting passed with one abstention by Karen Vibert.

3. PROJECT MANAGERS UPDATE/ARCHITECT'S UPDATE

Timothy Callahan presented:

- Things are moving along
- Bids will be received on June 19, 2020 from the contractors
- Expecting good numbers back from the bids due to the current situation – there were many contractors at the walk through
- After bids are received, there will be a scope review with the lowest qualified bidder
- The majority of the project will be complete by the end of August into early fall
- Roof work that will still need to be done will be accessible from the outside so it will not impact the school day

4. EXPENDITURE REPORT

- \$61,405 has been expended on the project

5. OLD BUSINESS

None at this time

6. NEW BUSINESS

There have been a few committee members that are no longer on the committee. A recommendation is brought before the committee to approve Lindsey Rivers to be seated as “a parent in the school area” on the committee.

On a motion by Karen Vibert and seconded by Mary Fortier, it was unanimously voted to approve the recommendation for Lindsey Rivers to be seated as “a parent in the school area” on the Stafford School Roof Replacement and PV Install Committee and to forward it on to City Council for appropriate action.

7. ADJOURNMENT

The meeting was adjourned at 2:44 p.m.

Respectfully submitted,

Tara Landon

Tara R. Landon

Administrative Assistant/Operations

APPROVED