

**Fairfield Warde High School
Roof Committee
Independence Hall
Fairfield, Connecticut
Wednesday, December 3, 2014**

Present: Mr. Briks, Mr. Demner, Mr. Donne, Mr. Jones, Mr. Rowe

Others: Mrs. Ewing, Ms. Aichler (via phone)

I. Call To Order

Mr. Briks called the meeting to order at 7:33 p.m.

II. Review and Approve Meeting Minutes

Mr. Donne moved and Mr. Jones seconded a motion to approve the Special Meeting Minutes of September 17, 2014. Motion passed.

III. Construction Status Update – Erin Aichler, Hoffmann Assoc.

Ms Aichler said that the Phase 3 Punch List work has been completed. The warranty inspection has been completed for Phase 2 and Phase 3. Mr. Morabito is moving forward with the Asbestos Abatement work over the drain bowls – work to be done over the December break.

Ms. Aichler said

Mr. Briks reported that next year they will be erecting solar panels on the FWHS roof. They will start on the area of the roof that has already been completed. Ms. Aichler said that the panels will be on supports that are ballasted. It will not penetrate the roof.

IV. Discuss and Approve Invoices – Sol Briks, Erin Aichler

Mr. Demner moved and Mr. Donne seconded a motion to approve payment to AMC, Invoice # A 071403, for Limited Asbestos Testing – boiler room, in the amount of \$510.00. Motion passed.

Mr. Jones moved and Mr. Demner seconded a motion to approve payment to Hoffmann Assoc., Invoice # 241653, for Construction Administration 2014, in the amount of \$3,780.00. Motion passed.

Mr. Jones moved and Mr. Demner seconded a motion to approve payment to Hoffmann Assoc., Invoice # 241654, for Postage and Color Copies, in the amount of \$163.06. Motion passed.

Mr. Jones moved and Mr. Demner seconded a motion to approve payment to Hoffmann Assoc., Invoice #241858, for Postage in the amount of \$22.44. Motion passed.

Mr. Donne moved and Mr. Jones seconded a motion to approve payment to Silktown for the following two Invoices #19 and #20, for the Remainder of

Roofing Work and the Last 50% of the Lightening Rod Installation, in the amount of \$9, 310.95 and \$12, 745.20. Motion passed.

V. Review Design of the Smoke Hatch Project – Erin Aichler

Ms. Aichler said that they are currently researching the code requirements. She said that the existing smoke hatches are not automatic. She said they work manually with a rope and pulley. Ms. Aichler said that it needs to be electrically operated with a latch that will melt when exposed to heat. She said the structure surrounding the smoke hatch is ok. They are hoping to go to bid on this in January. Silktown will do the roofing portion of the work.

VI. Review Status of Warranty – Erin Aichler

Ms. Aichler said they are waiting for the Warranty Paperwork for Phase 2 and 3.

VII. New Business

Election of Officers

Mr. Jones moved and Mr. Donne seconded a motion to nominate and elect Sol Briks as Chair. Motion passed.

Mr. Jones moved and Mr. Donne seconded a motion to nominate and elect Michael Money as Vice Chair. Motion passed.

Mr. Briks moved and Mr. Donne seconded a motion to nominate and elect Jerome Demner as Secretary. Motion passed.

Mr. Jones moved and Mr. Donne seconded a motion to approve the tentative meeting schedule – 1st Wednesday of every months. Motion passed.

VIII. Adjourn

Mr. Demner moved and Mr. Jones seconded a motion to adjourn the meeting. Mr. Briks adjourned the meeting at 8:11 p.m.

Jerome Demner, Secretary

Ellen Marks, Recording Secretary

Draft minutes subject to review, correction and approval by the Fairfield Warde High School Roof Committee of the Town of Fairfield.