

**Fairfield Warde High School  
Roof Committee  
Special Meeting  
Independence Hall  
Fairfield, Connecticut  
Tuesday, May 12, 2015**

**Present:** Mr. Briks, Mr. Donne, Mr. Demner, Mr. Jones, Mr. Money (via phone)

**Absent:** Mr. Rowe

**Others:** Mr. Morabito, Ms. Ewing, Ms. Aichler (via phone)

**I. Call To Order**

Mr. Briks called the meeting to order at 7:35 p.m.

**II. Project Updates – Erin Aichler, Sal Morabito**

Ms. Aichler said they are gearing up for Phase 4. The start date is June when school is no longer in session. The roof work scheduled is for Fitz House and Townsend House.

Mr. Morabito said the lay down area for the roof work is scheduled for repaving so they will have to coordinate this. The solar project will start in mid- July. He said that Silktown might not be able to finish all the work over the summer because of back work. They are proposing that they sacrifice roof area scheduled for Phase 4 to complete the area over ECC which has significant leak issues and then go back and wrap up over April break next year. The plan would be to start work at Townsend House, then move on to Fitz House later in the summer and switch over to the ECC roof.

Mr. Jones asked if we are paying an additional fee to Hoffmann. Ms. Aichler said no.

Mr. Briks asked about leaks occurring over the winter. Mr. Morabito said there were some in the existing roof, some from the roof top unit over the gym, some at the smoke hatches and odd leaks that were fixed.

**III. Discuss and Approve Invoices – Sol Briks**

Mr. Jones moved and Mr. Money seconded a motion to approve payment to Silktown, Invoice #039413 for snow removal and roof investigation, in the amount of \$1,372.00, and adopt accompanying change order. Motion passed.

Mr. Jones moved and Mr. Donne seconded a motion to approve payment to Hoffmann, Invoice #24261, for Additional Design Consultation - January, in the amount of \$1,550.00. Motion passed.

Mr. Demner moved and Mr. Donne seconded a motion to approve payment to Hoffmann, Invoice #24326, for Additional Design Consultation – February, in the amount of \$3,100.00. Motion passed.

Mr. Donne moved and Mr. Jones seconded a motion to approve payment to Hoffmann, Invoice #24327, for Reimbursible Expenses, in the amount of \$31.52. Motion passed.

Mr. Jones moved and Mr. Demner seconded a motion to approve payment to Hoffmann, Invoice #24423, for Additional Design Consultation –March, in the amount of \$3,875.00. Motion passed.

**IV. Discuss and Approve Change Orders, Erin Aichler, Sal Morabito**

The Committee discussed the two proposals from Controlled Air and New England Mechanical for work to reinstall roof top units, new curb, remove and reinstall low duct work and rewiring duct. Ms. Aichler said that Tucker could not provide numbers until next week.

Mr. Jones moved and Mr. Donne seconded a motion to accept Silktown's Change Order of April 22, 2015, for Low AC-Area 21 and Low Duct work Roof 23, not to exceed \$73, 962.00. Motion passed.

**V. Adjourn**

Mr. Briks adjourned the meeting at 8:25 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.*