

**Fairfield Warde High School
Roof Committee
Sullivan Independence Hall
725 Old Post Road
Fairfield, Connecticut
Wednesday, December 5, 2012**

Present: Mr. Briks, Mr. Demner, Mr. Money, Mr. Jones

Absent: Mr. Donne, Mr. Rowe

Others: Mr. Morabito, Mrs. Ewing, Ms. Holland, Mrs. Aichler (via telephone)

I. Call to Order

Mr. Briks called the meeting to order at 7:57 p.m.

II. Review and Approve Meeting Minutes

Mr. Jones moved and Mr. Money seconded a motion to approve the minutes of 10/17/12. The motion passed unanimously.

III. Construction Status Report – Erin Aichler, Hoffman Assoc.

Mrs. Aichler said that Phase 1 is complete. She said that she had a meeting with Silktown and Tucker yesterday. They want to investigate the bowl basins to see if they need abatement. They plan to do this over Christmas break. Mr. Briks asked if any leaks have been reported after Sandy. Mrs. Aichler said no.

Ms. Holland said she spoke to Mrs. Aichler and John Morrissey. The fastening change orders are done for all four years. Mr. Morrissey is ok with using the deck allowance. He believes that 2-2 ½ million could be returned to the Town. Ms. Holland said that according to Mr. Hiller returning the money would require an amendment to the bond resolution. Mr. Hiller also said that returning the money would have no effect on the Town Budget.

Mrs. Aichler said that Phase 2 construction will begin one day after the last day of school.

IV. Discuss and Approve Invoices – Twig Holland

Mr. Jones moved and Mr. Demner seconded a motion to approve payment to Silktown, Application #5 for remainder of the sheet metal work in the amount of \$2,137.50. The motion passed unanimously.

Mr. Jones moved and Mr. Demner seconded a motion to approve payment to Hoffman, Invoice #213029 for reimbursables in the amount of \$207.92. The motion passed unanimously.

Mr. Jones moved and Mr. Money seconded a motion to approve payment to Hoffman, Invoice #213028 for Construction Administration in the amount of \$1925.00. The motion passed unanimously.

Mr. Jones moved and Mr. Demner seconded a motion to approve pay request #6 to Silktown for lightening protection not to exceed a maximum of \$16,500 subject to Ms. Holland's review. The motion passed unanimously.

Mr. Jones moved and Mr. Demner seconded a motion to approve payment to Hoffman for the balance of Construction Administration for 2012 plus reimbursables not to exceed \$1925 and \$300 respectively and subject to Ms. Holland's review. The motion passed unanimously.

V. Review Budget – Twig Holland

Mr. Briks said that the project is within budget. There are no change orders that required approval. Previously, three change orders (for Ph 2 -4) were created to cover fasteners. This will be discussed at a future meeting.

VI. Set Meeting Schedule for 2013

Mr. Briks said that the meetings will continue on the first and third Wednesday of the month. Mr. Jones moved and Mr. Money seconded a motion that the Chair will submit a schedule for the first and third Wednesdays 2013 at 7:30 pm to the Town Clerk. The motion passed unanimously.

VII. Election of Officers for 2013

Mr. Jones moved and Mr. Demner seconded a motion to elect Mr. Briks as Chair. The motion passed unanimously.

Mr. Jones moved and Mr. Money seconded a motion to elect Mr. Demner as Vice Chair. The motion passed unanimously.

Mr. Jones moved and Mr. Demner seconded a motion to elect Mr. Money as Secretary. The motion passed unanimously.

VIII. New Business

Mrs. Aichler said that Silktown wants to order material earlier so they are ready to go in June. Mr. Briks said the Committee is open to this.

IX. Adjourn

Mr. Briks adjourned the meeting at 8:37 p.m.

Michael Money, 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.