

DISTRICTWIDE ROOF REPAIR AND REPLACEMENT SUBCOMMITTEE –Meeting Minutes
Wednesday – May 24, 2017 Meeting
9:30 AM – Cheshire High School, 525 South Main Street

Members Present: Richard Clavet (Chairman)
Vincent Robitaille

Additional Present: Victor Sandoval, Cheshire Public Schools
John Ciaralli – New England Masonry & Roofing Company

The meeting was called to order at 9:30 AM. A quorum was determined to be present.

The following topics were discussed:

- Discussed roof maintenance activity per the attached NEM&R schedule. Last day of school is June 14th, 2015 and all work to be completed before August 18, 2017. Naturally the weather will dictate the finish date, but all efforts will be made to complete the work prior to the start of school. The schedule update will occur bi-weekly.
- Rich Clavet discussed the urgency of getting Humiston School repaired A.S.A.P. due to safety concerns involving falling slate. This work can commence before the end of the school season due to the safety issue. John C. will look into getting a crew onsite to begin work on stabilizing the roof. In addition, discussions were had involving the development of a roof replacement budget for this building assuming that the project will reflect replacement-in-kind to satiate the needs of the Historical Society.
- All required safety practices will be utilized by roofing crews while on CPS property. Warning tape as well as fall-protection will be used during the maintenance work as required.
- Question regarding Dodd priority made the list due to current roof leak issues – specifically the Science Wing. The team discussed that there is sufficient budget to address issues that currently aren't on the priority list. Rich will update the spreadsheet to reflect the Dodd work required. Rich also brought up that gutter work that may not have been captured by the initial scope including repairing gutters on the Maintenance Garage.
- Chapman School came up for discussion regarding the replacement of the overhangs at the north elevations in two locations. John mentions that it would be difficult to get a tapered insulation plan in place due to the proximity of the windows. Review of the scope to continue.

MOTION to adjourn was made by Mr. Robitaille and seconded by Mr. Clavet. The meeting was adjourned at 10:30 AM.

Respectfully submitted,

Richard Clavet, Chairperson
Attachment