

## Greenwood ES Roof ARP Permanent Building Committee Meeting Minutes

**PROJECT: Greenwood ES Roof ARP**

**MEETING DATE: October 15, 2020**

**LOCATION: Zoom Call**

**ATTENDEES:** *(Absent in Italics)*

<u>Bldg. Cmte:</u>	<input type="checkbox"/> Joe Bertrand (JB)	<input type="checkbox"/> Chris Callanan (CC)	<input type="checkbox"/> Jerry Hammersley (JH)
	<input type="checkbox"/> Tom Galvin (TG)	<input type="checkbox"/> John McDonald (JM)	<input type="checkbox"/> Jason Cohen (JC)
	<input type="checkbox"/> <i>Tim Demers (TD)</i>	<input type="checkbox"/> Janine Fabiano (JF)	<input type="checkbox"/> Charles Tarbell (CT)
	<input type="checkbox"/> Marc Moccio (MM)	<input type="checkbox"/> Phil Renzi (PR)	<input type="checkbox"/> Wayne Hardacker (WH)
<u>Town Admin:</u>	<input type="checkbox"/> <i>Steve Maio (SM)</i>	<input type="checkbox"/> <i>Doug Lyons (DL)</i>	<input type="checkbox"/> <i>Bob Schiaroli (BS)</i>
	<input type="checkbox"/> Joe Conway (JoC)		
<u>PMA:</u>	<input type="checkbox"/> Anthony Lopresti (AL)	<input type="checkbox"/> <i>Kevin Nigro (KN)</i>	
<u>Gale:</u>	<input type="checkbox"/> <i>Jason Wagner (JW)</i>		
<u>Public:</u>	<input type="checkbox"/> Terrance Hartford (TH)		

Meeting called to order by Chair Joe Bertrand at 7:04 PM.

Item	Responsible	Due	Notes
12/19/2019: 01	ALL	NA	<b>General Update: Update 10/15/2020:</b> Meeting to discuss 09/24/2020 meeting minutes for approval, invoices for PMA/Gale Associates to be voted on for approval, and construction update on the Greenwood Elementary School Roof/Accessibility project.
02/06/2020: 01	ALL	NA	<b>Meeting Minutes: Update 10/15/2020:</b> CT 1 <sup>st</sup> , JC 2 <sup>nd</sup> to approve 09/24/2020 PBC meeting minutes was drafted by AL/PMA Consultants. No discussion. <b>VOTE: 7-0-0 Roll Call- UNANIMOUS PASS.</b>
02/06/2020: 02	ALL	NA	<b>Invoices: Update 10/15/2020:</b> JB asked/AL confirmed PMA/Gale/Greenwood are all within project budget. PMA to provide budget sheet comparison for PBC at next meeting as requested by PR.  <u>PMA Consultants:</u> CT 1 <sup>st</sup> , JC 2 <sup>nd</sup> to approve “#011 2020.09 PMA Invoice Greenwood ARP.pdf” in the amount of \$12,564.75 <b>VOTE: 7-0-0 Roll Call- UNANIMOUS PASS.</b>  <u>Gale Associates:</u> CT 1 <sup>st</sup> , CC 2 <sup>nd</sup> to approve “#011 2020.09 Gale Invoice Project 836030 2009243.pdf” in the amount of \$7,615.14 <b>VOTE: 7-0-0 Roll Call- UNANIMOUS PASS.</b>  <u>PEER CONSULTANTS:</u> CT 1 <sup>ST</sup> , CC 2 <sup>nd</sup> to approve “peer consultants invoice #34474” for \$5585 <b>VOTE: 7-0-0 Roll Call- UNANIMOUS PASS.</b>
06/02/2020 :01	ALL	NA	<b>Contracts: Update 10/15/2020:</b> No discussion occurred in this line item at this meeting.
12/19/2019 :02	GALE	NA	<b>Design Update: Update 10/15/2020:</b> No design updates occurred at this meeting.
07/21/2020: 05	PMA	NA	<b>Construction Update: Update 10/15/2020:</b> AL noted for the roofing scope at this point the remaining items are punchlist items as noted by Gale/Sarnafil (manufacturer of roofing material) and the gravity vents which are slated for arrival end of October thus late October/early November install. AL noted for the inside/ADA scope the remaining items are minor punchlist items as well as

			Greenwood to address the irregular flushing of the new toilet. Once these items are complete the construction scope is complete and the project heads into the closeout phase.
12/19/2019 :03	PMA	NA	<b>Cost Update: Update 10/15/2020:</b> refer to sections above for updates on invoicing/contracts/etc.
12/19/2019 :04	ALL	NA	<b>Public Comment: Update 10/15/2020:</b> No public comment at this meeting.

**Meeting Adjourned- Motion to Adjourn 1<sup>st</sup>: CT, 2<sup>nd</sup>: JC.**

**VOTE: 7-0-0 ROLL CALL UNANIMOUS PASS 7:33 PM**

*The author of these minutes assumes, to the best of his or her knowledge, that the above content of these Meeting Minutes depict all that transpired during this Project meeting. All attendees are required to address by memo or via e-mail, any omissions, errors or inconsistencies in the reporting of these Meeting Minutes, to the writer, within two (2) business days of receipt of these Meeting Minutes.*

**Prepared By: Anthony LoPresti, PMA Consultants**

**Signed: Anthony LoPresti**

**Date: 11/02/2020**