

Bonding Committee Special Meeting Minutes
Thursday, June 14, 2018
7:30 pm – Town Hall Meeting Room

1. **Call to Order** – The June 14, 2018 meeting of the Bonding Committee was called to order by First Selectman Jim Hayden at 7:30 pm at the Town Hall Meeting Room. Attending: John Ziobro, Mike Paulus, Jim Hayden, Jim Velleman, Bob Ravens-Seger, Rick Granger, Tim Butler and Mark Porter (arrived 7:35 pm)
2. **Public Comment** - None
3. **Correspondence** – None
4. **Minutes** – Tim Butler made a motion to accept the May 24, 2018 Minutes as presented. Seconded by Bob Ravens-Seger. **Motion Approved** – Ziobro, Paulus, Hayden, Ravens-Seger, Butler and Porter. Abstained: Granger, Velleman
5. **Project Information:**
 - a. **Road Maintenance Update** – no new information was presented.
 - b. **Roof Project** – The committee discussed a scope of work for the roofs which would require developing roof specifications and an evaluation of the roofs. The committee has some of this information already from a preliminary proposal from Garland. There was also a discussion regarding parapet wall repair at the Middle/High School roof along with potential additional costs due to leaks and hidden damage to the roof deck. A contingency amount would need to be added to the project for those type of repairs.
6. **Discussion:**
 - a. **Proposal for Preliminary Project Management Services** – The committee discussed engaging a project manager to help guide the process towards developing a proposal, timeline and budget for school and town roofs and other projects. First Selectman Hayden has met with Roger LaFleur from PM Resources LLC to discuss possible services such as assisting the committee in developing specifications and a budget. Mr. LaFleur will be invited to the next committee meeting so that he can describe the process. The school district and the town would share the cost of a consultant.
 - b. **Reports – Assignments and Timeline** – no new information was presented
7. **Discussion of Next Steps** – First Selectman Hayden will invite a potential Project Manager Consultant to the June 21, 2018 meeting of the committee to discuss potential next steps and costs
8. **Next Meeting** – 7:30 pm on June 21, 2018 at the Town Hall Meeting Room
9. **Other Business** – None

10. **Public Comment** - None

11. **Adjourn** – Bob Ravens-Seger made a motion to adjourn at 8:42 pm. Seconded by John Ziobro. **Motion Approved Unanimously.**

Respectfully submitted by
James Hayden