

**Bonding Committee Special Meeting Minutes**  
**Wednesday, August 30, 2018**  
**7:30 pm – Town Hall Meeting Room**

1. **Call to Order** – The August 30, 2018 meeting of the Bonding Committee was called to order by First Selectman Jim Hayden at 7:33 pm at the Town Hall Meeting Room. Attending: John Ziobro, Mike Paulus, Jim Hayden, Rick Granger, Jim Velleman and Tim Butler. Absent: Mark Porter and Bob Ravens-Seeger. Guest: Superintendent Mahoney
2. **Public Comment** - None
3. **Correspondence** – None
4. **Minutes** – John Ziobro made a motion to accept the August 15, 2018 Minutes as presented. Seconded by Jim Velleman. Votes in favor: Ziobro, Paulus, Hayden, Granger, Velleman. Abstention: Butler. **Motion Approved.**
5. **Discussion:**
  - a. **Project Management Report** – Roger LaFleur was unable to attend this meeting. First Selectman Hayden reviewed with the committee the information that Mr. LaFleur had sent to him. The basic project cost for school roofs is similar to what was previously reported but costs to repair a defective knee wall at the Middle/High School and a deteriorating non-structural cinderblock system have also been included along with architect/engineering services, project management and a contingency line.

Estimates for replacement of the Middle/High School roofs including design services, project management, contingency and construction cost is \$2.5 million with potential State reimbursement of \$1.1 million for a net cost to the Town of \$1.4 million. Estimates for the Allgrove School roof replacement is \$948,000 with potential State reimbursement of \$433,000 for a net cost to the town of \$515,000. The Town share for the Middle/High School and Allgrove roofs is estimated to be a little under \$2.0 million.

The estimated costs for municipal building roof replacement are higher than quotes the town has received in the past due to additional costs for the complete replacement of soffit/facia that require it, new gutters along with project management, contingency and construction. The municipal building roofs to be replaced are: Community Center, Public Safety, South End Fire Station, Town Hall and the Ambulance Building. The estimated cost to replace these roofs is \$383,000. Overall between the Town roofs, school roofs minus the State reimbursement, the net cost to the Town is approximately \$2.4 million.

The potential timeline for the school roofs would be to hire an architect in November, apply and be approved by the State in December, get town approval of a bond project in January/February 2019, go out for bid in March 2019 and complete the school roofs by August 26, 2019. First Selectman Hayden said there's a lot of details that need to be taken care of and that the committee should

report its findings to the Town in November. Those findings may include recommendations on the school roofs, town roofs, road maintenance and electrical/air conditioning improvements at Allgrove. The First Selectman also handed out a “draft” Request for Qualifications/Proposals for architectural design services for Municipal & Public Schools Roof Projects that Mr. LaFleur had drafted. Professional design of the school roofs is needed prior to a funding request to the State.

## **6. Project Information**

- a. **Road Maintenance** – the committee reviewed a spread sheet listing all town streets alphabetically and by condition. Tim Butler estimated that 15% of roads would need pulverizing, 15% would be chip sealed and 70% of the roads would require milling and overlay. Rick Granger asked the First Selectman to check with Ellington who has done a lot of chip sealing this year to receive feedback on how residents reacted to neighborhood streets being chip sealed. Mr. Butler is checking on pricing and will input that information to the spread sheet to estimate the costs for a road maintenance project.
  - b. **Roof Project** – Scope, process and timeline were discussed during the project management report.
  - c. **Reports - Assignments and Timeline** – First Selectman Hayden will address background/context/rationale for the Committee. Jim Velleman, Tim Butler and Mark Porter will make road maintenance recommendations. Rick Granger, Mike Paulus and Selectman Ziobro will report on roof recommendations and Bob Ravens-Seger will report on Allgrove air conditioning and electrical upgrade recommendations. The committee will collaborate on writing the conclusion and First Selectman Hayden will provide information regarding bonding costs. The committee would like to discuss its conclusions with the town in November with a potential bonding referendum in January/February.
7. **Discussion of Next Steps** – The committee should start writing the report in September. Potential funding for an architect needs to be discussed by the various boards and potential town meeting action in September/October. Testing of the school roofs for any potential PCB’s needs to happen in September.
  8. **Next Meeting** – 7:30 pm on Thursday, September 13, 2018 at the Town Hall Meeting Room
  9. **Other Business** – None
  10. **Public Comment** – None
  11. **Adjourn** – John Ziobro made a motion to adjourn at 8:18 pm. Seconded by Rick Granger. **Motion Approved Unanimously.**

Respectfully submitted by  
James Hayden