

**SCHOOL ROOFING PROJECT COMMITTEE  
SPECIAL MEETING  
MINUTES  
JANUARY 9, 2019  
DPW- 117 NOD ROAD  
(CONFERENCE ROOM)**

Meeting called to order at 10:05 A.M.

**Present:** Miner Vincent, Peter Neff- Director of Public Works and Gonzalo Carrion- Director of Buildings and Grounds for Clinton Public Schools, Dennis Donovan and Maryann O'Donnell- Superintendent of Clinton Public Schools

**Status Updates:**

- Lewin Joel Elementary School
  - Silktown Roofing Inc. has completed the project and is paid in full.
- Jared Eliot Middle School
  - Carrion will contact Silver Petrucelli & Associates and remind them that we need final paperwork on project.

Silver Petrucelli & Associates just provided a punch list to the Committee for the Joel roof. The Committee will need to get a copy of the manufacturer roof guarantee and proposed change order for failure to install security bars on the Lewin Joel Elementary School Roof. The Committee is not going to execute payments to Silver Petrucelli & Associates until they have all the required paperwork for the projects.

O'Donnell has not submitted for reimbursement to the State yet. She will be in contact with Sue in the Town Finance office for required paperwork to move forward for the Lewin Joel Elementary School reimbursement from the State.

**Invoices for Approval:**

- Silver Petrucelli invoice -Tabled
- O'Donnell made a motion, seconded by Carrion to approve a change order for Greenwood Industries on the Jared Eliot Middle School roof project for payment of \$5686.14. All were in favor Motion carried.

Neff made a motion, seconded by Vincent to seat O'Donnell as Vice Chairman for the Committee. All were in favor. Motion carried.

O'Donnell made a motion, seconded by Carrion to adjourn the meeting at 10:25 A.M. All were in favor. Motion carried.

Respectfully Submitted,  
Donna Aleman