

School Building Committee (Roof) Subcommittee
March 14, 2023
Salem Town Hall, Conference Room 1
Minutes

Present: Elbert Burr, Chairman

Lavan Norwood, Tiffany Cunningham, Kim Gadaree, Pamela Munro

Absent: Hugh McKenney

Guests: W. Albert Jacunski of Jacunski Humes Architects

The meeting was called to order at 3:04 p.m. by Chairman Burr who let the group in a salute to the flag.

Elbert Burr opening comments covered the introduction of Albert Jacunski, principle of Jacunski Humes Architects, who was invited here to go over plans his company had assembled for the Salem School roofing project which they will use to apply to the State for bidding approval and reimbursement. Burr also mentions a current article found in the Day newspaper dated Jan 28th 2023 covering bidding irregularities created by the state, he emphasize the importance of maintaining strict bidding requirements. In addition, Burr did some research on HVAC units for the school roof. covering costs, installation timing and available shipping time from date of order.

Motion to approve the meeting minutes of December 22, 2022 by Lavan Norwood with a second by Tiffany Cunningham. The vote was All in Favor.

Discussion ensued on the
Project.

Albert Jacunski updated the committee from 2019 forward. The question was asked what had delayed the project for almost 4 years. The answer was covid-19

In early January 2023 the State finally gave the roof project a project number. 121-0019RR
The pre-bid conference review (PCR) is scheduled for a remote meeting on April 4 at 9 AM. by Albert Jacunski and Kim Gadaree.

Estimates have varied for the school project since original numbers were submitted by the Architect in 2022 See attached estimates numbers with. options and state reimbursement percentages.

Estimated approval time to proceed to bid. Mid-April.

Bid advertising in the local papers shortly thereafter.

Discussion continued on information Kim Gadaree acquired covering period the school would be closed during the summer vacation. Timing was estimated at about six weeks between June through August..

We furthered discussed the need to clean all the ducting leading from the HVAC units to the ceiling discharged outlets. This work should be completed before the new equipment is installed.

Elbert suggested that a future meeting would be held to discussed roofing material and whether or not there is any value in spending an additional \$70,000 thousand dollars to insure the new roof for ten more years beyond the current 20 year warentee . .

Motion was made to pay an additional architectural firm bill for \$1640.00 toward completion of the schematic design and development by Kim Gadaree, seconded by Tiffany Cunningham.
All in Favor Yes

A Motion to adjourn was made by Pamela Munro at 4:24 with a second by Tiffany Cunningham.
All in Favor yes.