

MINUTES OF SPECIAL MEETING
December 17, 2015
Rose Wing Roof Replacement Building Committee

Attending: Robert Kelleher, Lenny Bissonette Members, and Tony Tusia, Facilities Manager

The meeting was called to order at 10:30 A.M.

The committee reviewed the specifications and the bidding documents prepared by Joe Migani, the architect retained for the project. The committee also reviewed the comments submitted by Joe Berard, the Brooklyn Building inspector, who had been asked by the committee to look over the plans. He recommended that the specifications include (1) GIF Snow Country Ridge or equivalent, (2) 0.32 Drip Edge and (3) synthetic Roof Felt.

As a result the committee advised the architect to include Berard's recommendations in the specifications. The committee also decided to recommend installation of new roof gutters as part of the project since the existing gutters were at the end of their useful life and would have to be removed as part of the project and then reinstalled.

The committee also reviewed the interim bill submitted by the architect in accordance with the contract and unanimously approved the payment of \$4,729.46.

The meeting was adjourned at 11:15am.

Respectfully Submitted

Robert J. Kelleher