

Town Roof Committee
August 23, 2021
Minutes

1. The meeting was called to order at 6:05 PM.
Present: R. Ellsworth (Chair), J. Trowbridge, P. Torcellini, S. Bowen, D. Leake (Superintendent)
2. There was general discussion regarding the roof replacement project as to whether it is best to proceed as a State-reimbursed or a completely Town-funded project.
3. The Superintendent distributed copies of sample RFPs for the committee to review.
4. The committee agreed to obtain and review the following, additional information at their next meeting:
 - a. A draft RFP for an architect. (D. Leake to provide a sample word document to committee to use as a base.)
 - b. An informal estimate of what an architect might cost. (S. Bowen)
 - c. The current amounts that are available/could be made available in the Non-lapsing Municipal Reserve account. (J. Trowbridge)
 - d. An estimate of the dollars to be received if the Security Grant is approved. (D. Leake)
 - e. The quote received for creation of the long-term plan. (D. Leake)
 - f. General information concerning the roof. (D. Leake)
 - g. Information regarding emergency projects. (D. Leake)
5. The committee agreed to meet at the Town Hall on September 13 at 6:00 PM.
6. The meeting was adjourned at 6:33 PM.