

**MINUTES
SPECIAL JOINT MEETING
BOARD OF SELECTMAN & BOARD OF FINANCE
OXFORD TOWN HALL
THURSDAY, JANUARY 22, 2015 – 7:00 P.M.**

Present: Chairman Jack Kiley; Richard Burke; Lila Ferrillo; Tom Kelly; Robert DeBisschop, Nancy Schmitt. Also present: James Hliva, Finance Director.

Also present: First Selectman George Temple, Selectman Jeff Haney, absent David McKane.

Also present: Members of the Board of Education, Members of Oxford Schools Upgrade Committee ("OSUC"); Bond Counsel Attorney Joseph Fasi; Larry Secor of Nafis & Young.

The meeting was called to order by Chairman Kiley at 7:05 p.m. and the Pledge of Allegiance was recited.

NEW BUSINESS

The primary focus of this Special Joint Meeting is to consider, pursuant to section 6-10(A) of the Town Charter, the request for an appropriation and bond issuance authorization in the amount of \$800,000 for the replacement of the roof at Quaker Farms School.

Mr. Hliva noted for the record that he had invited certain people to the meeting to answer any and all questions at one time. Ms. Rosemary Hanson from Board of Education as well as other members of the BOE; OSUC members, Attorney Joseph Fasi and Larry Secor from Nafis & Young. Nafis & Young prepared the specs (228 pages). One copy was printed and presented at the meeting.

Ken Sharron, Chairman of the OSUC, began the presentation. The OSUC was requested by Board of Education to investigate the condition of the 21-year old roof on Quaker Farms School and to prepare specifications and estimate to replace the roof. Two engineering firms were brought in for a walk-through of the building. Mr. Temple asked if they determined that the roof needed to be replaced and Mr. Sharron indicated that there were several issues that had been brought to light, some by John Barlow, some the OCUS had seen, i.e. water staining.

Larry Secor of Nafis & Young came into the discussion with a physical description of the roof on Quaker Farms School and certain problems concerning the roof that began with the building of the school. Mr. Secor also described the "attic" area under roof which contains the HVAC systems. The system is pneumatic and is running uncontrolled. N&Y looked at this to see if this system could be replaced as a separate phase at the school. A specification was prepared; it was not added into the roofing project.

After looking at several types of replacement roofs, the Town decided to go with a shingled roof which was the least expensive way to go. A copy of the Budget of Costs was attached to the agenda.

After he made changes to his initial cost he re-submitted it to the state in September. Mr. Secor then described the new approval system in place by the state for approval of the roof.

In order to reap the benefit of the state reimbursing 37% to the Town, the estimate must first be approved by the Town before it goes out to bid.

Ms. Rosemary Hanson from the Board of Education explained a conversation she had this date with the State. State-specific language needs to be used by the Board of Selectman to authorize the main items. Mr. Temple noted that this current language was basically copied from previous language used for the Great Oak roof replacement so he wasn't clear what the State was saying. Ms. Hanson said things have changed since the Great Oak roof replacement. She read the current language to be used for Quaker Farms. Mr. Temple suggested that he and Ms. Hanson get together to figure out how to restate the language for Quaker Farms. Mr. Hliva asked Ms. Hanson to please forward the information to him for the February Board of Selectmen meeting agenda.

Ms. Ferrillo questioned Mr. Secor about his comment regarding repairing the equipment in the attic area of the school. She understood him to say that in order to repair the equipment the roof has to be removed; if that's the case why isn't it being done at the same time the roof is being replaced? This is not the case; the roof does not have to be removed.

Shannon Wolf from OSUC entered the discussion to describe what the Committee saw when investigating the roof. They were looking at cost-efficient ways to have the HVAC equipment run more efficiently, i.e. being put on timers, insulation. The Board of Education is now looking into climate-control systems which would be a phase two project.

Mr. Temple said he would like to keep this in the Oxford School Upgrades Committee. He did, however, want the Board of Finance to take note that this equipment would have to be addressed in the future.

Mr. Temple then told the meeting that he was told by a CL&P representative that there was a possibility that if the Town used white shingles on the roof there could be a reimbursement by CL&P of about fifty cents per square foot. The reason for this is that white reflects heat. Mr. Temple said he didn't see anything in the bond proposal that would interfere with changing the color of the shingles.

Mr. Kiley then asked Mr. Secor about the numbers in budget, the \$800,000, how was that reached. Mr. Burke entered the conversation, commenting on the cost of valley flashing at \$54,000. He asked what the flashing material was made of and Mr. Secor replied standard aluminum flashing. Mr. Burke could not believe that flashing would cost \$54,000. Mr. Haney joined in and asked Mr. Secor what kind of valleys were being used, a California weave of the shingles or open valley. Mr. Secor replied that the shingles would come up to the valley and the metal would be seen which means that would be an open valley. Mr. Haney vehemently explained that nobody uses an open valley anymore either in residential or commercial construction. He said this should be checked.

Mr. Burke continued the discussion about the \$800,000 estimate. The square footage of Great Oak roof was 700 square foot (square is 100 square feet); the square footage of Quaker Farms is 550 square foot. Two quotes for Great Oak roof were \$325,000 and the other was \$275,000, including plywood and contingencies. It appears that the cost for Quaker Farms is about double.

Mr. Kelley asked if this project had yet been submitted to a contractor. Mr. Secor went on to explain how he arrived at the \$800,000 estimate, but the state does not allow the project to be submitted until the estimate has been submitted to the state. By doing submitting it to the state first will get the Town reimbursed 37% from the state.

In-depth discussion continued with Mr. Kelly, Mr. Temple, Mr. Secor, Ms. Hanson and Mr. Burke. Ms. Ferrillo then interjected that the Town is not locked into the \$800,000 that when the bid goes out to contractors, contractor bids will be less. Ms. Hanson said that the state mandates for any project over \$100,000 contractor must use prevailing wages. Mr. Temple pointed out to Mr. Kelly that using the \$800,000 basically shows good faith to the state, that the Town is willing to spend that money, but that Ms. Ferrillo is correct in stating that when the job goes out to bid the bids will be much lower.

Mr. Kelly asked if the bids are less, how does the Town prevent people spending money because there was a bonding authorization in line items where it was not authorized? He would like it set that whatever expenses were authorized on a line item basis there will be no changes made in spending unless it is approved by Board of Selectmen and Board of Finance. Mr. Temple pointed out that changes are approved only by the Board of Selectmen, once project goes out to bonding resolution, Board of Finance is out. Mr. Kelly will not authorize if changes are made.

Mr. Temple said the only way he can see an item going over is if something is discovered after roof is torn apart. Mr. Secor put in allowances for possible unknown issues that are covered over with shingles. Mr. Kiley said that the \$800,000 is a mark.

Mr. Haney asked where are labor costs. Mr. Secor pointed out how labor is broken down. Mr. Secor explained meaning of “lifetime” guaranty of shingles. Mr. Haney is insistent on changing flashing number and the use of California weave vs. open valley.

Mr. Burke asked Mr. Secor how long he believes job will take. Mr. Temple said that it shouldn’t interfere with the carnival. Mr. Secor said project could begin day after last day of school.


No action taken at this joint meeting. Mr. Hliva pointed out that this joint meeting is used as a presentation then Board of Selectmen and Board of Finance take action at separate meetings of each board.

ADJOURNMENT

There being no further discussion, motion was made to adjourn by Mr. Kelly, seconded by Ms. Schmitt. All approved; motion passed. Meeting was adjourned at 7:45 p.m.

Next Regular Meeting scheduled for Monday, January 26, 2015, 7:00 p.m.

Respectfully submitted,


Lynnette Steeves

15 JAN 28 PM 1:01
TOWN OF WEST
TOWN CLERK
Magda A. West



TOWN OF OXFORD

S.B. Church Memorial Town Hall
486 Oxford Road, Oxford, Connecticut 06478-1298

SPECIAL JOINT MEETING

Board of Selectmen
Board of Finance

Thursday, January 22, 2015
Town Hall - 7:00 PM

The Board of Selectmen and the Board of Finance will hold a **Special Joint Meeting** on Thursday, January 22, 2015 at 7:00 PM for the following purpose:

1. To consider, pursuant to section 6-10(A) of the Town Charter, the request for an appropriation and bond issuance authorization in the amount of \$800,000 for the replacement of Quaker Farms School roof.

George R. Temple, Esq.
First Selectman

15 JAN 20 AM 11:17
TOWN OF OXFORD
CLERK
TOWN HALL