TOWN OF HIGHGATE
SPECIAL TOWN MEETING

Thursday, July 19, 2018 @ 6pm

Approved Minutes

NOTE: All actions taken are unanimous unless otherwise stated.

A. Call To Order & Pledge of Allegiance

The meeting was called to order by Sharon Bousquet, Chair @ 6:04pm, followed by the Pledge of Allegiance

Highgate Selectboard Members – Sharon Bousquet, Chair; Josh LaRocque, Vice-Chair; Steve LaFar; Bruce Butler *absent – Randy Connelly*

Highgate Office Staff – Wendi Dusablon - Town Clerk & Public Meetings Clerk; Shelley Laroche - Town Treasurer & Delinquent Tax Collector; Heidi Britch-Valenta – Town Administrator

Public / Other – Woody Rouse; Deborah T. Miller; Clarence Miller; Richard Wilkens; John Ferland; Eric Chevalier; Sue Cota; David Rouse; Connie Janes Beyor; Kyle Lothian; Michael Frett – St. Albans Messenger; Don Bessette; Richard J. Noel; Henry Rainville; Beth Shepard; Chris Shepard; George Greenwood; Joseph Depatie; Richard Flint; Ty Choiniere; David Tremblay; Abe Barnard – R&A Enterprises

Abe Barnard from R&A Enterprises is here to give us information and answer questions on the current condition of the municipal roof and what he recommends. We will then have questions and comments, followed by voting. Kyle Lothian is here to moderate the voting process and we have three JPs here as well to assist.

Abe went onto the roof earlier this year to look at the valleys. He saw a lot of rusting and pitting going on. The valleys were not hemmed correctly. The peak of the valleys are screwed together and are relying on gaskets and screws, which is not the way it should be. The initial plan was to replace the valleys and finish off both sides of the dormers, front and back. After getting up there, we really need to consider replacing the entire thing. Sharon asked Abe about a corrugated roof in place of standing seam. The main advantage to a corrugated roof is price, it is less expensive. The issues we would face are ice jams in the valleys would rely on foam and caulking. The ice jams will pull the metal up and tear it. Abe has done a lot of these repairs. With standing seam, if done correctly with all the valleys hemmed and seamed correctly, they should never come up. With corrugated roofing you rely on screws. The gaskets and screws are only warrantied for 10 years. If they dry rot and fail because of the screws, it won't be warrantied. Every 10 years you would need to replace every screw to keep the warranty. There is a 25 year paint warranty on standing seam, which is prorated after that. The company he uses has been around for 50 years. They are very good to work with and very knowledgeable. Our current standing seam roof was installed in the late 1990's. A good standing seam roof, installed correctly, should last 50 years. That company is no longer in business. Abe will put a 5 year labor warranty on the project, most only do 1 year. The manufacturer would also help pay for labor and be prorated as well. There is a lot number assigned to each coil of roofing. Abe goes online and registers the tags for us. Steve LaFar asked about the under structure of the roof. Abe only saw leaky areas in the

valleys but he has not been in the attic. The situation at the Highgate school is very different from ours. Abe cannot imagine finding many complications on our roof here. There is a possibility he may need to change out a rafter or two. Abe uses Carlisle products for underneath the roofing. This is an all rubber membrane product that he uses for flat roofing projects. Currently there is just paper underneath. Clarence Miller asked if R&A will be bonded for this project – yes, they will be. He will be using 24 gauge metal and the seams will be crimped by hand to begin with and then they will use a machine. Rich Wilkens had questions about the gauge of corrugated metal and clarified that the lower the number the thicker the metal is. David Rouse asked if photos were taken when he was up on the roof – yes, Heidi Britch-Valenta has them. Don Bessette had questions about what caused the pitting on our current roof and if the roof leaks year round. It does leak year round. Abe also pointed out that the cap was not done correctly and that with enough wind and rain it can blow up underneath the cap. Rich asked if the repair only would keep the roof stable for 10-15 years, opposed to replacing it. Josh LaRocque pointed out that the steel would never be the same color. Kyle Lothian added that he hates to see us spend any more money than we have to, adding that we are just putting band aids on the roof and those eventually fall off. A full replacement of the roof in 10 years from now will be much more expensive. Sharon Bousquet pointed out that we have put this out to bid several times and that the bid from VT Copper was much more than R&A's bid. We also got a separate bid from Next Generation for a corrugated roof which came in at $87,000.00 but it did not specify the grade of the metal. Rich added that the grade on the metal for the corrugated roof is commercial grade and the contractor wanted to purchase it locally. Abe's bid to repair the roof was $36,550.00 and he is fully insured. His bid to replace the entire roof came in at $102,250.00. We have $72,250.00 set aside already ($23,250.00 overages from sidewalk project and HVFD floor project, $40,000.00 moved from ADA project and $10,000.00 in the CIP) but, at town meeting this was set aside for *repairs*, not replacement. David Rouse asked if the town had checked with the insurance company. This board has not, Sharon can't speak to previous boards. Henry Rainville asked if large icicles still form in the valleys – yes, they do. Abe estimates the roof repair to be 126 squares. Don Bessette asked if the roof is rusting on both ends, front and back – yes, it is. We will also be voting after discussion on moving the additional $30,000.00 needed for full replacement (only if article #1 passes) from the anticipated overages on the Bridge 25 (Machia Road) project to the roof project. Eric Chevalier thinks it's a crazy idea to take money from the bridge project. It was pointed out that we already have firm numbers from St. Onge with regard to the bridge project and our town portion is about $100,000.00 less than estimated, so we would still have $70,000.00 in reserves for the bridge. Contingencies are already built into the St. Onge numbers as well. Rich Wilkens fears that because $40,000.00 was taken from the ADA project at town meeting that there will not be enough to complete that project. Moving those funds is a done deal, it was done at town meeting. Rich reminded everyone that the ADA fines are steep if the town doesn't make the building accessible. Heidi let everyone know that there is more testing to be done on the ADA project and that construction will likely not happen this year. Rich's concern is that both projects get done – the roof and ADA. He doesn't want to see the town have to go back to the taxpayers and ask for more money. He wants the roof fixed as much as anyone. It makes no sense to fix the interior of the building when the roof leaks. Richard Noel added that people who don't make mistakes have never done anything. We need to move forward and to bat 1,000% is impossible. Josh agrees we should contact our insurance, but need to move the project forward and seek reimbursements if we are eligible. Chris Shepard was present from the Highgate School Board. He gave some background and updates on the school roof project. They

have big problems over there with the valleys and the flashing, everything is wrong! The roof is in such a bad state, one of Abe's workers literally fell through the roof (his leg fell through). It was pointed out that our roof has a larger pitch than the school roof does. If approved, R&A would definitely have our roof replaced this year before winter sets in. They are currently working at the school and have uncovered a lot of issues. David asked about any buffer funds in case they find more damage. Abe has walked on the roof and it feels solid underneath. Clarence would like to see checks and balances throughout the project. Sharon agrees and Abe understands where he is coming from. Henry asked if the corrugated roof is not a possibility. Sharon referred to the April 23rd minutes where a motion was made by Randy Connelly and seconded by Bruce Butler to accept the bid from R&A Enterprises for $35,500 to do the work outlined in the bid. The motion was approved unanimously and this held Abe's time frame for us. If we make changes to use corrugated material we will need to work out a timeline with Abe. We have committed to R&A on this project whether its repair or replacement. Henry does not question Abe's ability, but he hopes the board doesn't hang their hat on warranties. He asked that we go with reputable people and a reputable company and Steve agrees with Henry on that. Steve added that this has been a long process to get this project done and that is why we are here tonight to make choices with the people of our town.

Kyle Lothian, moderator, read aloud:

Article #1 – Pursuant to 17 V.S.A. 2661 shall the voters of the Town of Highgate amend the amounts previously authorized pursuant to Article 11 at the 2018 Annual Town Meeting for roof repairs of the Municipal Complex roof, including $23,250.00 surplus from the sidewalk and floor projects and $40,000.00 from the Town's ADA project, to be utilized to replace the Municipal Complex's current roof with a new roof? Motion by Ty Choiniere and seconded by Richard Flint to open the article for discussion. Henry asked what happens if this is voted down. The money stays in the roof fund and we repair it for $36,550.00. This would leave the main roof on both ends and the cupula not fixed. If this article is approved we move on to Article #2. Connie Beyor asked for a paper vote to get exact numbers. Kyle asked for a show of hands, which was in excess of 7 people. The votes were counted by John Ferland, Clarence Miller and Connie Janes Beyor, all Highgate JPs. By paper ballot vote there was a total of 26 votes cast – 22 YES / 4 NO - Article #1 – **PASSED.**

Article #2 – Shall the voters of the Town of Highgate authorize $30,000.00 of anticipated surplus from the Bridge 25 Reserve Fund to be utilized to replace the Municipal Complex's current roof with a new roof? Motion by George Greenwood and seconded by Rich Wilkens to open the article for discussion. Rich Wilkens made a motion to amend the amount to $40,000.00 to be sure we have enough money in case more damage is found. The motion was seconded by Sue Cota. Ty pointed out that an insurance claim could take time to get reimbursed. Henry stated that the Selectboard has the authority at any time to expend money if the need arises and we have a shortfall. Richard Noel added that if we have extra funds the insurance company might not work as hard. Connie agrees with Henry's logic. Kyle reread the article as amended, changing the amount to $40,000.00. Shelley also pointed out that there is a building maintenance line item built into the budget already that has $8,000.00 in it. Rich Wilkens rescinded his amendment. The article is back to the original amount of $30,000.00, which Kyle read aloud. By voice vote – Article #2 – **PASSED.**

B. <u>Adjournment</u>

Motion by Ty Choiniere to adjourn the Special Town Meeting @ 7:02pm. The motion was seconded by Richard Flint – **APPROVED.**

Respectfully submitted by,

_____ Wendi Dusablon, Highgate Town Clerk & Public Meetings Clerk

Minutes approved by,

_____ Sharon Bousquet - Chair, Highgate Selectboard