

# Wellesley Roof Committee Meeting #5 - Notes

9/6/18 9:43 PM

9/11/2018

In attendance: Al Arnone, Bob Scott, Bobby Stotler, Glenn Smith, Joe Feruza and Robert Vickers,

The fifth meeting of the Wellesley Roofing Committee was held **via text messaging and email** on 8/31/2018. All members participated except Joe Feruza, due to personal commitments.

Following are notes from that meeting:

1. The current status of the project and the direction we need to take moving forward was discussed:
  - Following up on developments that came to light concerning our roof consultant, Turnkey Roof Consulting, during our last Committee meeting (8/23/2018), Robert Vickers was able to get in touch with them. They advised that John Kuchler has not been in the office for more than a month, due to a health issue which they could/would not elaborate on. It is unclear why we were not notified, but it was mutually agreed that, given the uncertainty of the situation, it would be in Wellesley's best interest to terminate our contract with them and retain another firm.
  - The Board was notified immediately after the conversation with Turnkey and this meeting was convened, via text messages, for the purpose of considering our options moving forward.
  - Given the fact that, through no fault of our own, virtually no progress has been made over the past six weeks with respect to the responsibilities of the roof consultant, an immediate decision was necessary on how we should proceed from here.
  - It was agreed that every effort should be made to adhere to our original schedule in order to begin construction by early February, 2019. Consideration was given to whether or not we should solicit proposals again, but it was quickly agreed that time simply didn't permit that process.
  - The obvious answer was to contact DRC, who was one of the firms that gave us a proposal initially, and find out if they were still interested in working with us.
2. Robert Vickers spoke with DRC on 8/31/2018. They indicated that they were aware of the issue at Turnkey and would definitely still be interested in working with us. It was emphasized that we have to make every effort to adhere to our original schedule as closely as possible.
  - An updated proposal was requested and was received following that phone conversation.
  - A site visit was tentatively scheduled by DRC for the week of 9/10-14, to conduct an initial building survey, pending review and approval of their proposal.
3. DRC's updated proposal was reviewed and discussed by the Committee. Their fee is slightly higher, due to the number of inspections per buildings which they feel is necessary to insure proper installation and code compliance. The Committee felt this was justified.
  - After careful consideration, the consensus of the Roof Committee was to recommend that the Board accept DRC's updated proposal and move forward expeditiously in requesting review by Wellesley's attorney and signing the Agreement as soon as possible.
4. The next meeting of The Committee has not been scheduled.

Thanks to all for participating in this "digital" meeting on such short notice.

Submitted by:

**Robert L. Vickers**

Wellesley Roof Committee