

**OSBORN HILL SCHOOL BUILDING COMMITTEE**

**Meeting Minutes - Final**

October 15, 2015

7:00 p.m.

Osborn Hill School - Library

760 Stillson Road

Fairfield, CT 06824

Members Present: Kim Marshall (Chair), Susie Cardona, Bill Dunn, Brett Bader

Members absent: Steven White

Others Present: Larry Secor (OCR), Sal Morabito, Judy Ewing, Joseph Palmer (RTM-Liaison)

Call to Order:

Ms. Marshall called the meeting to order at 7:03 p.m.

Approval of Minutes

A motion was made to approve the September 17, 2015 minutes by Ms. Marshall, Ms. Cardona seconded the motion. The motion passed unanimously, 4:0

Approval of Invoices

1. Gennarini Application and Certification for Payment (ACP) No. 15 \$135,452.86  
Mr. Bader made a motion to approve the invoice. Mr. Dunn seconded the motion.  
The motion passed unanimously, 4:0  
(\* )The motion was then amended to "pending paperwork required by AMC Environmental to close out the hazardous material report". Ms. Marshall made this motion. Mr. Bader seconded the motion. The motion passed unanimously, 4:0
2. Nafis & Young Engineers, Inc. Invoice # \$2,360.00  
Mr. Bader made a motion to approve the invoice. Ms. Cardona seconded the motion.  
The motion passed unanimously, 4:0  
(\* )A purchase order was also approved for Nafis & Young Engineers for an additional \$3,400.00 to close out the remaining time required for the project. Ms. Cardona made a motion to approve the invoice. Mr. Bader seconded the motion.  
The motion passed unanimously, 4:0
3. Paul Kusheba Jr. Invoice of 8/14/2015 \$5,000.00  
Mr. Bader made a motion to approve the invoice. Ms. Cardona seconded the motion.  
The motion passed unanimously, 4:0

#### Update from OCR

Mr. Secor provided a recap of the punch list items, and two potential change orders that were still pending Architect's review. He expressed optimism that the majority of items would be completed before the final status meeting of October 20th. He continues to work closely with the architect, the Town's Purchasing Department and Central Office and anticipates an efficient conclusion to the project.

#### New Business

Ms. Marshall outlined her recommendation for the Building Committee's strategy and schedule for completion of the add-alternate portion of the project: an enclosed structure connecting the school's annex with the main school building. Ms. Marshall provided her recommendation that the two building concepts be put out for bid after the holidays (early 2016), after the bids were announced, one would be selected by the Committee); the Chair would then provide the Board of Selectman with an project update and a hard number for completion of the project. A discussion took place recapping the project, the approval process, and the work to be done. The Committee unanimously agreed with the Chair's recommendation. Ms. Marshall reminded the Committee of the additional time that would be required. Each member of the Committee expressed their desire to see the project fully completed (Mr. White had expressed his commitment during the prior meeting). The construction is anticipated to be performed during the summer of 2016 with completion prior to the start of the school year.

#### Public Comment

Was incorporated in the New Business discussion

#### Adjournment

Mr. Dunn made a motion to adjourn the meeting at 7:50 p.m.

Mr. Bader seconded the motion.

The motion passed unanimously, 4:0

Respectfully Submitted,  
OHS Building Committee