

OSBORN HILL SCHOOL BUILDING COMMITTEE

Meeting Minutes

September 17, 2015

7:00 p.m.

Osborn Hill School - Library

760 Stillson Road

Fairfield, CT 06824

Members Present: Kim Marshall (Chair), Susie Cardona, Bill Dunn, Steven White

Members absent: Brett Bader

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

Call to Order:

Ms. Marshall called the meeting to order at 7:03 p.m. Mr. White had informed Ms. Marshall that he was running a few minutes late, Ms. Marshall decided to proceed with approval of the minutes and invoice since there was already a quorum.

Approval of Minutes

A motion was made to approve the May 21, 2015 minutes by Mr. Dunn. Ms. Cardona seconded the motion. The motion passed unanimously, 3:0

A motion to approve the July 16, 2015 special meeting minutes was made by Mr. Dunn. Ms. Marshall seconded the motion. The motion passed unanimously, 3:0

Mr. Secor stated that PCO #32 had been reduced to \$1,748.90 (from \$2,250.00, as previously approved and recorded during September's special Meeting). Ms. Marshall called for the Committee to accept her recommendation to accept the reduced amount, amend the September 3rd draft meeting minutes, and then approve the July minutes as amended. Mr. Dunn made a motion to accept the Chair's recommendation: reducing PCO # 32, amending and then approving the September 3, 2015 special meeting minutes. Ms. Marshall seconded the motion. The motion passed unanimously, 3:0

A motion to approve the September 3, 2015 special meeting minutes was made by Ms. Cardona. Ms. Marshall seconded the motion. The motion passed unanimously, 3:0

Approval of Invoices

1. Silver Petrucelli & Associates, Inc. Invoice # 15-2007 \$3,958.33
Ms. Marshall made a motion to approve the invoice. Ms. Cardona seconded the motion.
The motion passed unanimously, 3:0

Update from OCR

Mr. Secor told the Building Committee that although some punch list items had been completed there were more that still remained on the list. The vast majority of these items remained outstanding due to the logistics of getting the materials required to complete the work. He expressed optimism the majority would be completed before the next regular meeting in October. He also shared his view that the cost accounting for the project was well in hand. He has been continuing to working closely with the architect, the Town's Purchasing Department and Central Office on the account and anticipated an efficient conclusion to the project.

New Business

Ms. Marshall provided a recap of the project to-date and expressed her intention to discuss the add alternate portion of the project. She anticipated outline of a strategy and schedule for the enclosed walkway at that meeting. In addition, Ms. Marshall reminded the Committee that each member may want to consider the additional time commitment which would be required, as any construction would extend into the 2016 calendar year. Finally, Ms. Marshall informed the Committee that she had been in contact with the First Selectman's Office, who was hopeful that a formal ribbon-cutting ceremony could be scheduled for the Osborn Hill School gymnasium. A preliminary date and time of October 15th prior to the regular meeting was discussed. Ms. Marshall will communicate the official time and date to interested parties when one was finalized.

Public Comment

None

Adjournment

Mr. Dunn made a motion to adjourn the meeting at 7:41 p.m.

Mr. White seconded the motion.

The motion passed unanimously, 4:0

Respectfully Submitted,
OHS Building Committee