

FAIRFIELD WOODS BUILDING COMMITTEE SPECIAL MEETING
Wednesday, February 24, 2010—6:00 pm
Fairfield Woods Middle School Cafeteria
1115 Fairfield Woods Road
Fairfield, CT 06825

FINAL MINUTES

Members Present: Bill Sapone, Dan McKnight, Doreen Battimelli, Victor DeMaria, Kim Marshall, Neal Fink, Chad Stewart, Rich Kornutik

Members Absent: Jennifer Tierney

Others Present: Mark Corcoran, Judy Ewing, Twig Holland, Randall Luther, Todd Moss, Tom Cullen, Jack Boyle

I. Call to Order

Chairman Bill Sapone called the meeting to order at 6:11 pm.

II. Approval of Minutes

Neal Fink made a motion to approve the minutes. Victor DeMaria seconded the motion which carried unanimously.

III. Review and approve invoices

Mr. Sapone said he may to set up a subcommittee to review invoices. A question was asked about the remaining balance of the initial fund request. Twig Holland said she would not be providing balance sheets and that maybe someone from the Finance Department could be assigned to do reports.

Mr. DeMaria made a motion to approve the following invoices: Tai Soo Kim for \$13,306.11; Attorney John Fallon for \$1,189.50; and Huntington Company for \$8,240. Dan McKnight seconded the motion which carried unanimously.

IV. Review traffic consultant proposals and select traffic consultant

After reviewing the information regarding two bids for the position of Traffic Consultant, the Committee agreed to select Frederick P. Clark Associates and it will be working with Mike Galante as their Traffic Consultant. Attorney John Fallon had asked the Chair to inform the Committee that he recommended this company, and that he had worked with Mr. Galante on several Fairfield school projects.

Doreen Battimelli expressed some concern that the proposals were based on only two meetings, one FWBC meeting and one zoning hearing at 3.5 hours each. The Committee believes it may need the Traffic Consultant for more than two meetings. Ms. Holland said that with other projects, two meetings have been sufficient for a Traffic Consultant to attend. At Ms. Holland's recommendation, the Committee decided not to re-bid the proposals. Mr. Fink made a motion to approve Frederick P. Clark Associates as its Traffic Consultant. Mr. DeMaria seconded the motion which carried unanimously.

V. New Business

Mr. Sapone said that the Committee will be hiring a Construction Manager and a Commissioning Agent next. Mr. Sapone said he had a conference call with Randall Luther, Todd Moss and Paul Hiller regarding different aspects of the project such as the auditorium and different scenarios if some funding wasn't spent as well as considering the auxiliary gym as an add-alternate.

VI. Public Comment-None

VII. Adjourn

Chad Stewart made a motion to adjourn the meeting at 6:34 pm. Mr. DeMaria seconded the motion which carried unanimously.

Respectfully submitted,

Jennifer S. Carpenter
Recording Secretary