

**SPECIAL PROJECTS STANDING BUILDING COMMITTEE
SPECIAL ORIENTATION MEETING ON MILL HILL ROOF PROJECT**

Monday, May 19, 2014

4:45 pm

First Floor Conference Room

Independence Hall

725 Old Post Road

Fairfield, CT 06824

REVISED AGENDA

- I. Call to Order-Sal Morabito, Public School's Manager of Construction, Security & Safety

- II. Organizational Matters
 - A. Introductions and Charge-Sal Morabito
 - B. Finance Department Role-Controller Caitlin Bosse
 - C. Building Committee Procedures-First Selectman's Building Committee Liaison
Judy Ewing
 - D. Freedom of Information Act/Robert's Rules-Fairfield FOI Liaison/Risk Manager
Eileen Kennelly
 - E. Purchasing Department Role/Overview of Bidding Procedures-Purchasing
Director Twig Holland
 - F. Central Office Liaison Role/Educational Specifications/Reimbursement Process-
Sal Morabito

- III. Election of Officers
 - A. Nominations and Election of Chair-Sal Morabito
 - B. Nomination and Election of Vice Chair-Chair
 - C. Nomination and Election of Secretary-Chair

- IV. Approval of 2014 Meeting Schedule

- V. Adjourn