

**SPECIAL PROJECTS STANDING BUILDING COMMITTEE MEETING**  
**Monday, September 27, 2010-5:30 pm**  
**First Floor Conference Room-Independence Hall**  
**Fairfield, CT 06824**

**FINAL MINUTES**

Members Present: Richard Speciale, Gerard Keough, Pam Iacono, Miriam Frank, Al Kelly  
Members Absent: Len Amato, Lee Hyde (Lee Hyde has resigned and is no longer a member)  
Others Present: Judy Ewing , Twig Holland, Sal Morabito, Tom Cullen, John Convertito, Eileen Roxbee, Jessica Gerber, Meredith McCormack, Sherman parents and students

**I. Call to Order**

Chairman Rich Speciale called the meeting to order at 5:36 pm.

**II. Approval of Minutes**

Pam Iacono made a motion to approve the minutes. Jerry Keough seconded the motion which carried 4-0-0.

**III. Approve Invoices**

Twig Holland, Purchasing Director, clarified some questions about the invoices that were discussed at the last meeting by referring to a handout. The first two were for Sherman School; the third one was for work done at Osborn Hill School. Ms. Iacono made a motion to approve Invoice #94781 for work done by Construction Materials at Sherman School for \$77.09. Mr. Keough seconded the motion which carried 4-0-0. Ms. Iacono made a motion to approve Invoice #94707 for work done by Construction Materials at Sherman School for \$1,237.14. Mr. Keough seconded the motion which carried 4-0-0. Ms. Iacono made a motion to approve Invoice #94755 for work done by Construction Materials at Osborn Hill School for \$1,002.81. Mr. Keough seconded the motion which carried 4-0-0.

**IV. Update of Balances Remaining on Osborn and Sherman**

Ms. Holland gave an update on the balance left in each school's account. The available funds left for Sherman School total \$11,602 and the available funds left for Osborn Hill total \$20,358. Ms. Holland said everything has been invoiced and paid except for \$4000 in financing costs for each project which was already included in the budget.

In answering a question about purchasing SmartBoards, Ms. Holland said that the Town has a State contract so there was no need to go out to bid. Tom Cullen said that SmartBoards were estimated to cost \$5,500. Sal Morabito said that the electrical work has already been installed so the cost was probably more like \$4,200. Mr. Speciale expressed concern as to the compatibility of any SmartBoards that might be purchased. Ms. Iacono stated the SmartBoards were required for CO. Ms. Iacono made a motion to approve the purchase of three SmartBoards for Osborne Hill. Miriam Frank seconded the motion. Mr. Keough wanted to know the exact cost of the SmartBoards before he approves them. Ms. Iacono withdrew her motion. Ms. Iacono made a motion to commit the remaining balance at Osborn to funding SmartBoards. Ms. Frank seconded the motion.

Mr. Keough raised a question about equity of SmartBoards between the schools. The motion was approved-4-0-0. Ms. Iacono made a motion to commit remaining funds for Sherman for fulfilling the ed spec for the purchase of two SmartBoards. Ms. Frank seconded the motion. At this time, Al Kelly arrived at the meeting. The motion carried 4-1-0, Kelly against. John Convertito said that about \$7,500 of the Sherman project had been transferred to Osborn Hill which contributed to the difference in the balances. Mr. Kelly stated that the Board of Finance doesn't want to bond the money for the SmartBoards this way. Ms. Frank stated the SmartBoards were required for CO. Mr. Kelly stated that SmartBoards were not required for CO. Ms Iacono stated we already had that discussion. Ms. Holland said she would be able to provide an estimate at the next meeting.

#### V. Update on Osborn and Sherman Annexes

The work has been completed on both projects.

#### VI. Update on Funding Request for Sherman School Project

The request for start-up costs which had been reduced to \$50,000 was on the RTM agenda later that evening.

#### VII. Review of Architect's Qualifications

Ms. Holland said that eleven architects had responded to the RFP. Committee members had reviewed the proposals. They expressed interest in seven of the proposals. Finally, they narrowed the group down to four: [Silver Petrucelli](#), [Wiles Architects](#), [CJ Lawler](#) and [Rose Tiso & Co.](#) Ms. Holland said she will schedule them alphabetically to make presentations to the Committee on Monday, October 4, 2010 at 5 pm.

#### VIII. Discussion on Sherman School Project-None

#### IX. Public Comment

Sherman parent Meredith McCormack thanked the Committee for their work on the annex. Eileen Roxbee, Sherman Principal, also thanked the Committee and said she is looking forward to the renovation project.

#### X. Adjourn

Mr. Kelly made a motion to adjourn the meeting at 6:16 pm. Ms. Iacono seconded the motion which carried unanimously.

Respectfully submitted,

Jennifer S. Carpenter  
Recording Secretary