

**SPECIAL PROJECTS STANDING BUILDING COMMITTEE MEETING**

**Monday, April 11, 2011**

**5:30 pm**

**First Floor Conference Room**

**Independence Hall**

**FINAL MINUTES**

Members Present: Richard Speciale, Al Kelly, Miriam Frank, Mike Giaquinto, Jerry Keough, Pam Iacono

Members Absent: Len Amato

Others Present: Sal Morabito, Anna Cutaia-Leonard, Eileen Roxbee, Craig Wiles, Brandt Jobst, Twig Holland, Judy Ewing, Meredith McCormack, Dorene Herron, Laurie Ettinger

**I. Call to Order**

Chairman Rich Speciale called the meeting to order at 5:32 pm.

**II. Approval of Minutes**

Al Kelly made a motion to approve the minutes. Jerry Keough seconded the motion which carried unanimously.

**III. Approve Invoices**

Before approving invoices, Mr. Speciale announced that Miriam Frank will be resigning from the Committee in May due to other obligations. He thanked her for her service.

Mr. Keough made a motion to approve an invoice from Wiles Architects in the amount of \$23,515.20 which had been held over from the previous meeting in order to confirm that 50% of the design drawings were complete. Mr. Kelly seconded the motion which carried unanimously. Mr. Kelly asked that the architects to send half-size sets of drawings, rather than full-size. They agreed.

**IV. Discussion on Additional Estimating for Project**

The Committee had asked Turner Estimators to take another look at the numbers. Brandt Jobst reported that the architects have been meeting with the engineers. The estimators are still working on it and they are expecting a report later this week.

**V. Update on Mechanical Meeting Held April 4, 2011/Update by Architect and Engineer**

Mr. Jobst said that a mechanical meeting was held on April 4, 2011. Those present included the design team, Sal Morabito, Anna Cutaia-Leonard and some committee members for the purpose of finding ways to save money. The Principal's list was reviewed and each space was checked to see how it was being used. The architects distributed the list which was attached to a floor plan and a drawing which depicted the type of furniture to be used in each space. The architects addressed health code issues in the nurse's station. In addition, the flooring and cabinets and desks and chairs were shown. Principal Eileen Roxbee said she was pleased with the results. Ms. Cutaia-Leonard said that the concerns about the teaching space and kitchen area have been addressed. The HVAC issues are still unresolved.

Ms. Frank asked if everything was all ADA compliant. Mr. Brandt said yes, for both adults and children. Mr. Speciale asked if everything was moving along as anticipated. Mr. Jobst answered yes.

VI. Discussion on Meeting Schedule

The Committee will hold a special meeting on Tuesday, April 19th at 5:30 pm. By then, the drawings should be 75% complete. Mike Giaquinto asked for an updated construction schedule. Brandt said he would provide a time-line. The drawings are scheduled to be 100% complete by May 1, 2011.

VII. Public Comment

Mrs. Roxbee thanked Ms. Frank for her service, as well as the architects and engineer for addressing the school's concerns. One of the Sherman School teachers, Laurie Ettinger of 21 years, spoke about the difficulty of teaching and learning during the warmer months of school. She said the annex is fine, but the rest of the school is too warm more and more days each year. She hopes the HVAC issues can be resolved.

VIII. New Business-None

IX. Adjourn

Pam Iacono made a motion to adjourn the meeting at 5:55 pm. Mr. Giaquinto seconded the motion which carried unanimously.

Respectfully submitted,

Jennifer S. Carpenter  
Recording Secretary