

HOLLAND HILL SCHOOL BUILDING COMMITTEE

DATE: SEPTEMBER 8 , 2016 (Thursday)

PLACE: FAIRFIELD TOWN HALL : INDEPENDENCE HALL ANNEX

TIME : 7:30 PM

Members Present: Tom Dubrosky, Harry Ackley, Nick Aysseh, Jason Li, Tom Quinn

Members Absent: Bill Manderville, Joe Michelangelo

Others Present: George Katinger, Judy Ewing, Chuck Warrington, Sal Morabito, Gerald Foley, Brian Stone, Laura Cretella, member of the public Laurie of HH PTA

1) PLEDGE OF ALLEGIANCE

At 7:30 PM, Chairman Quinn called the meeting to order with the Pledge of Allegiance.

2) APPROVE 8-25-2016 MINUTES

Mr. Ackley **moved** to accept the minutes as written.

Jason Li **seconded** the motion which carried unanimously.

3) APPROVE INVOICES

Chuck Warrington of Colliers International presented 5 invoices for payment as follows

Gilbane invoice of 8/24/16 in the amount of\$ 3,340.00

Colliers International invoice of 8/31/16 in the amount of \$7,718.00

Ct Post invoice of 7/31/16 in the amount of \$442.80

Auto Home Commercial Electronic Systems invoice of 9/2/16 in the amount of \$14,036.28

Yankee Electric invoice of 8/31/16 in the amount of \$22,190.00

Mr. Ackley **moved** to pay these invoices. Mr. Aysseh **seconded** the motion which carried unanimously.

Mr. Li recommended establishing a non-profit agency discount, which is typically 15 %, from the CT Post, Mr. Foley will follow up.

4) CHAIRMAN'S UPDATE

-Mr. Quinn and Mr. Li recently met with Lt. Wiehe of the Fairfield Police School Security Unit regarding school security. These conversations will be ongoing as plans develop. Chairman Quinn notes that details of security will remain confidential.

-Woodard and Curran (environmental consultant) and Frederick P. Clark Associates (traffic consultant) will be contracted under KBA.

-Next steps will be courtesy visits with Fire and Conservation.

5) REVIEW SCHOOL START UP/PORTABLES

Mr. Morabito reported that Temporary Certificates of Occupancy were in place for the 2 portables for start of school and students and staff began using them on day one. Remaining steps are fencing, security card key entry, and landscaping.

6) REVIEW AND APPROVE SITE PLAN

Mr. Katinger presented KBA's Concept Site Plan. The plan features expanded parking, ADA accessible playground space, and improved traffic flow for drop off lane. An optional addition to the plan provides for a paved area at rear of gym wing. Paved access around building will accommodate emergency vehicles.

7) REVIEW AND DISCUSS LATEST FLOOR PLAN

Changes to the earlier floor plan include some adjustment to music area, shifting the location of toilets, and significant reconstruction of kitchen which is structurally necessary.

Chairman Quinn reminded the committee that changes and adjustments will continue through schematic design phase.

These versions of the Concept Site Plan and Schematic P1 will be available to the public via the committee's webpage.

8) ADMINISTRATIVE ISSUES

In the event that urgent business comes up between meetings, the committee agreed to empower the chair and vice chair together to give emergency approval spending authorization up to \$25,000 based on mutual agreement from Chair and Vice Chair; that approval needs to be confirmed by a full committee vote at next meeting.

Mr. Ackley **moved** to approve, Mr. Aysseh **seconded** the motion which carried unanimously.

9) NEW BUSINESS

Chairman Quinn called for a moment of silence in memory of Tom Browne, former tax assessor in the Town Of Fairfield Tax assessor and husband of Town Clerk Betsy Browne.

10) PUBLIC COMMENT- NOT Q & A -STATEMENTS ONLY

None heard.

11) ADJOURNMENT

Mr. Ackley **moved** to adjourn. Mr. Li **seconded** the motion which carried unanimously. Adjourned at 8:22 PM

Respectfully submitted, Nancy Gardiner
Recording Secretary