

OSBORN HILL SCHOOL BUILDING COMMITTEE MEETING DRAFT MINUTES

October 16, 2014

Osborn Hill Elementary School

760 Stillson Road, Fairfield, CT 06824

Library

Members Present: Bret Bader, Bill Dunn, Kim Marshall (chair), and Susie Cardona

Others Present: Sal Morabito, Frank Arnone, Jessica Gerber (BoE), Larry Secor (OCR) and Judy Ewing

Call to Order

Ms. Marshall called the meeting to order at 7:10 p.m.

Approval of meeting minutes

Mr. Dunn made a motion to approve the minutes. Mr. Bader seconded the motion to approve the August minutes.

The motion was approved unanimously: 4:0

Approval of invoices

Three invoices were presented by Mr. Secor for approval.

1. Gennarini Application and Certification for Payment (ACP): No. 4: 9/30/2014 \$112,557.79

Mr. Bader made a motion to approve the above reference invoice. Mr. Dunn seconded the motion.

The motion was approved unanimously: 4:0

2. Silver Petrucelli & Associates, Inc, #14-1922 \$2,072.40

Mr. Dunn made a motion to approve the above reference invoices. Ms. Cardona seconded the motion.

The motion was approved unanimously: 4:0

3. Nafis & Young Engineers, Inc. Invoice # 272-14 \$3,280.00

Mr. Bader made a motion to approve the above referenced invoice. Ms. Cardona seconded the motion.

The motion was approved unanimously: 4:0

Update from the Architect – Mr. Silver was unavailable for the meeting. Mr. Secor provided current status report.

OCR Report

Mr. Secor reported that the first part of the three phase project has essentially been completed. This phase included hallway, window and door replacements in the upper class wing of the school. Roller shades are scheduled to be installed next week on the windows (see change order listed below).

Stripping of PCBs from bar joists and walls has been completed, however due to State (DoH) testing requirements; the removal of the gymnasium roof has been delay. The schedule date for removal is now currently the weekend of November 15. Despite being several weeks behind, if the current schedule is maintained, the work could be still be completed by the previously expected January timeline.

Mr. Secor stated that there was a change order for \$8,521.50 that he recommended approving for the installation of roller shades on the thirty nine doors (\$190.00 ea). The reason for this recommendation was that even though the glass windows is tempered and tinted, additional school security was needed.

Ms. Marshall made a motion to approve the requested change order. Mr. Dunn seconded the motion.

The motion was approved unanimously: 4:0

Mr. Secor discussed the need to reconcile his project expense worksheet with the Town’s finance budget report as a discrepancy has come to his attention after the close of the fiscal year 2013-14. Ms. Marshall, Mr. Secor and Ms. Holland will clarify the remaining funds in the budget. It is not anticipated that these funds would be enough to allow for the building committee to contract for construction of the walkway connecting the school with the annex. Mr. Morabito indicated that a grant request had been submitted, but that the status was yet to be determined (possibly by the next meeting). The Building Committee would wait for further status on the grant, prior to approach any Town body for additional funding or the elimination of this component of the project. The option for construction offered by Gennarini on the walkway would be allowed to expire.

Old Business	None
New Business	None
Public Comment	None
Next Meeting	11/20/2014

Adjournment - Mr. Dunn made a motion to adjourn the meeting. Ms. Cardona seconded the motion.

The motion passed unanimously: 4:0

Meeting adjourned at 7:57 p.m.

Respectfully Submitted,
OHS Building Committee