

**OSBORN HILL SCHOOL BUILDING COMMITTEE**

**Meeting Minutes - Final**

December 14, 2015

7:00 p.m.

Osborn Hill School - Library

760 Stillson Road

Fairfield, CT 06824

Members Present: Kim Marshall (Chair), Susie Cardona, Bill Dunn

Members absent: Steve White, Bret Bader

Others Present: Sal Morabito, Larry Secor, Dustin Lombardi, Judy Ewing, Jessica Gerber (BOE-Liaison)

Call to Order:

Ms. Marshall called the meeting to order at 7:03 p.m.

Approval of Invoices

1. Special Testing Laboratories

In the event that a request for payment had not been made previously, Ms. Cardona made a motion for payment in the amount of \$250.00 to the Special Testing Laboratories account to close out this account. Ms. Marshall seconded the motion. The motion passed unanimously, 3:0

2. Silver Petrucelli & Associates, Inc. Invoice # 15-2476 \$863.50

Ms. Cardona made a motion to approve the invoice. Mr. Dunn seconded the motion. The motion passed unanimously, 3:0

3. Silver Petrucelli & Associates, Inc. Invoice # 15-2729 \$518.50

Ms. Marshall made a motion to approve the invoice. Mr. Dunn seconded the motion. The motion passed unanimously, 3:0

4. Nafis & Young Engineers, Inc. Invoice # 367-15 \$320.00

Mr. Dunn made a motion to approve the invoice and to approve additional funds in the amount of \$120.00 to allow for the account to be closed out. Ms. Marshall seconded the motion. The motion passed unanimously, 3:0

Mr. Secor recommended that the Building Committee approve the following:

PCO # 37 for \$2,325.00 – Cement repair work needed under sills in all Part C classrooms. Ms. Cardona made a motion to approve the change order. Mr. Dunn seconded the motion. The motion passed unanimously, 3:0

An approval of payment in the amount of \$2,585.00 (through the proper channels) for the installation of climbing ropes and cargo netting installed in the OHS gymnasium by Corby Associates, and replacing the gym's previous climbing equipment. Ms. Cardona made a motion to approve the change order. Mr. Dunn seconded the motion. The motion passed unanimously, 3:0

#### Vote on Building Committee Officers for 2016

Ms. Cardona made a motion to retain the current slate: Ms. Marshall (Chair), Mr. Dunn (VC), Mr. White (S). Mr. Dunn seconded the motion. The motion passed unanimously, 3:0.

#### Establish schedule for 2016

Ms. Marshall made a motion to retain the Building Committee's existing schedule (regular monthly meetings on the third Thursday on the month). Mr. Dunn seconded the motion. The motion passed unanimously 3:0.

#### Update from OCR

Mr. Secor provided his overall assessment of the project. The punch list items, which remain from last month's meeting such as close out documents & warranties, have been secured, while the remaining items are covered by warranty and were also identified as more maintenance related than construction oriented. It is anticipated that the final outstanding project costs for construction will be negotiated and closed out shortly.

#### Update from Committee Chair

The Building Committee discussed an estimated construction budget, which had been prepared by Gilbane. The estimates were for the corridor and the enclosed walkway (not including contingencies) and were expected to provide the Committee more realistic estimates than were provided by the earlier bid process and the conceptual budget forecasts. At this time, however, the results indicate that construction costs for the add-alternate phase of the project could exceed the funds currently available. Ms. Marshall will speak with the Town's Purchasing Department and the First Selectman to discuss additional options. Afterwards, she will report back to the Committee at a special meeting (date - TBD) or at the regularly scheduled January meeting.

#### Public Comment

Were incorporated in update from Committee Chair

#### Adjournment

Mr. Dunn made a motion to adjourn the meeting at 7:46 p.m.  
Ms. Cardona seconded the motion.  
The motion passed unanimously, 3:0

Respectfully Submitted,  
OHS Building Committee