

**Osborn Hill Building Committee**  
**June 20, 2013**  
**7:00 p.m.**  
**Osborn Hill School Faculty Room**  
**760 Stillson Road**  
**Fairfield, CT 06824**

**FINAL MINUTES**

Members Present: William Dunn, Kim Marshall, Steven White  
Members Absent: Bret Bader, Susan Cardona

Others Present: Frank Arnone, Paul Ryan, Sal Morabito, William Silver Architect, Judy Ewing

**I. Call to Order**

Kim Marshall, Chairman, called the meeting to order at 7:15 p.m

**II. Approval of May 23 meeting minutes**

Mr. Dunn made a motion to approve the draft meeting minutes of May 23, 2013.

Ms. Marshall seconded the motion.

**The motion passed unanimously.**

**III. Approval of Invoices – There were no invoices presented.**

**IV. Update from Architect**

After the committee members and those present, toured the school, and the gymnasium in particular, Mr. Silver updated the committee on the working budget of the unspent portion of the approved funds. Meeting minutes of Silver and Petrucelli & Associates with the Osborn Hill Staff, were shared with members of the committee.

A brief summary of priorities of the project was discussed, focusing on remediation of the PCB contamination in the gym. Mr. Silver asked the committee to consider their choice of color for the window frames, among other items.

A description of the project approval process was given by Mr. Morabito, Mr. Ryan and Mr. Silver.

Mr. Morabito explained that the EPA must approve the abatement plan prior to FPS going to bid on the project. It could take three to six months to obtain EPA approval.

It was discussed that the optimum time to go to bid, would be in December, when more competitive bids could be expected.

Mr. Morabito commented that a Clerk of the Works would be recommended. Ms. Marshall will speak with Ms. Holland about the process of obtaining a Clerk of the Works. Mr. Morabito also indicated that there are several people, such as an environmental contractor who will be watching as the abatement work is done, to ensure compliance with all requirements.

**V. Old Business**

Purchase of a 12 x 12 ft. shed for storage of gym equipment was discussed, and Mr. Morabito shared three bids with the committee.

**Motion to Approve Purchase of Shed**

Mr. White made a motion to accept the bid of Kloter Farms for \$3158.75 to purchase the shed. Mr. Dunn seconded the motion.

**The motion passed unanimously.**

**VI. New Business – None**

**VII. Public Comment – None**

**VIII. Motion to Adjourn**

Mr. Dunn motioned to adjourn the meeting. Mr. White seconded the motion. The motion passed unanimously.

The meeting was adjourned at 8:15 p.m

Respectfully Submitted:  
Diane McClure  
Recording Secretary