

Osborn Hill Building Committee  
Sullivan Independence Hall  
725 Old Post Road, First Floor Conference Room  
Fairfield, CT 06824  
November 21, 2013  
7:00 p.m.

## FINAL MINUTES

Members Present: Brett Bader, William Dunn, Kim Marshall, Susan Cardona

Members Absent: Steve White

Others Present: Jessica Gerber (BOE), Phil Ryan, Sal Morabito, Judy Ewing, Frank Arnone

### **I. Call to Order:**

Kim Marshall, Chairman, called the meeting to order at 7:05 p.m.

### **II. Approval of October 17, 2013 Meeting Minutes**

Bill Dunn made a motion to approve the draft of October meeting minutes. Susan Cardona seconded the motion.

**The motion passed unanimously: 4:0**

### **III. Outstanding Invoices:**

Mr. Dunn asked Mr. Ryan whether the September 17, invoice was for August work. Mr. Ryan responded in the affirmative. Mr. Morabito explained that last month the committee approved an invoice for the regular testing for abatement.

Mr. Bader asked whether the AMC invoice is within the budget. Mr. Moribito indicated it was within the estimate that had been used for establishing the budget.

Ms. Marshall asked for a motion to approve payment of the AMC Invoice No P091315 for \$8,600.00.

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

**The motion passed unanimously: 4:0**

Silver/Petrucelli invoice #13-1907 - \$19,591.11

Mr. Dunn made a motion to approve payment of the invoice #13-1907 to Silver/Petrucelli.

Ms. Cardona seconded the motion to approve the payment.

**The motion passed unanimously: 4:0**

**IV. Update from Architect** – The architect was not present as the documents were in the approval process.

#### **V. Old Business:**

Mr. Morabito stated that a PCT Meeting has been conducted with OSF for the plans for state project #051-0126 (the remediation/window replacement project). OSF is allowing the local officials to ‘sign off’ for this project. OSF will issue an ‘approval to bid’ the project as soon as it receives the local sign off and a copy of the EPA approval of the abatement plan. The PCT Meeting for state project 051-0124 (the FPS emergency work) has been rescheduled for January 2014.

Mr. Morabito indicated that the EPA abatement plans for windows and abatement were submitted and initial comments have been received. The EPA requested additional cost of abatement vs demolition. Jason Pringle (AMC) is working on a response. Mr. Morabito is hopeful that we will receive approval from the EPA in five or six weeks. Ms. Marshall asked how delays might affect the project schedule. Mr. Morabito said that ideally we need/want a response from the EPA by January to keep on track.

#### **VI. New Business:**

Ms. Marshall asked Phil Ryan to have more detail added to the expense spreadsheet, to allow for ease in tracking expenses against allocated funds in the budget. Brett Bader indicated that it is difficult to put invoices into perspective when they come in one at a time, without the context of the allocated funds. He suggested that it would be helpful to have that information on a document that could be referred to at Committee meetings. Phil will discuss that with Twig Holland.

#### **VII. No public comment**

#### **VIII. Adjournment:**

Ms. Marshall asked for a motion to adjourn the meeting. Mr. Bader made a motion to adjourn. Mr. Dunn seconded the motion.

**The motion passed unanimously: 4:0**

Respectfully Submitted,  
Diane McClure, Recording Secretary