

MINUTES
**TOWN OF DARIEN BOARD OF EDUCATION CENTRAL OFFICE/
MATHER CENTER BUILDING COMMITTEE**

Wednesday, March 30, 2011

The regular meeting of the Town of Darien Board of Education Central Office/Mather Center Building Committee was held on March 23, 2011. Present were Chairman Norm Guimond, Vice Chairman Robin Woods, Elizabeth Hagerty-Ross, John Hertz and Louis Gesualdi. Also present was Town Administrator Karl Kilduff.

Chairman Guimond called the meeting to order at 12:03 p.m.

NEW BUSINESS

a) Other Items Of Relevance to the Committee

The Agenda was taken out of order due to a delay in the arrival of Architect Tom Arcari.

The minutes for February 9, 2011, were moved by Ms. Woods, seconded by Mr. Hertz, and approved unanimously.

The minutes for March 9, 2011, were moved by Ms. Hagerty-Ross, seconded by Ms. Woods, and approved unanimously.

The minutes for March 16, 2011, were moved by Ms. Hagerty-Ross, seconded by Ms. Woods, and approved unanimously with Mr. Hertz abstaining.

The minutes for March 23, 2011, were moved by Mr. Hertz, seconded by Ms. Hagerty-Ross, and approved unanimously with Ms. Woods abstaining.

b) Project Update

Chairman Guimond distributed a draft project schedule as prepared by the architect. The work to be completed by the schedule would result in a special meeting of the RTM in September to request project funding. The Committee reviewed some of the project milestones and noted that focus groups would be conducted in April and May.

c) Meeting with Tom Arcari

The attendance of one of the project architects was to function as a kick-off meeting with the Committee. Discussion included the Building Committee's meeting schedule, the procedure to send correspondence to the Committee through its Chairman, collect contact information, possible staff interviews and layout some of the focus group meeting needs.

Mr. Arcari noted that they would like to document and walk through the two buildings. Contact information was shared to facilitate the walk-through of the project spaces.

Chairman Guimond noted that a draft contract has been received from AP Construction which would have to be reviewed. It was also noted that the architect's contract was making progress.

ADJOURNMENT

The meeting was adjourned at 12:43 p.m.

Respectfully submitted
Karl F. Kilduff
Administrative Officer