

**APPROVED  
SPECIAL MEETING OF  
THE DARIEN HIGH SCHOOL CAFETERIA BUILDING COMMITTEE  
Tuesday, September 19, 2017**

**PLACE:**

**DARIEN PUBLIC SCHOOLS  
ADMINISTRATIVE OFFICES  
BOARD OF EDUCATION MEETING ROOM  
8:00 A.M.**

**COMMITTEE MEMBERS PRESENT:**

	Burke	Dineen	Hagerty-Ross	Harman	Mc Cammon	Mc Namara	Ochman	Palen	Stein	
Present	X		X	X	X	X	X		X	
Absent		X						X		

**ADMINISTRATION PRESENT:** Mr. Lynch, Mr. Feeney, Dr. Brenner

**AUDIENCE PRESENT:** 2

**Meeting called to order by Ms. McCammon, Committee Chairperson, at 8:03 a.m.**

**Motion to Approve Minutes from August 19<sup>th</sup> Meeting**

**1<sup>st</sup>** Ms. Stein

**2<sup>nd</sup>** Ms. Ochman

	Burke	Dineen	Hagerty-Ross	Harman	Mc Cammon	Mc Namara	Ochman	Palen	Stein	
Yes				X	X	X	X		X	
No										
Abstain	X		X							

**RESULT -MOTION PASSED (5-0-2)**

**MR. PALEN ARRIVED AT 8:05**

***DISCUSSIONS***

Mr. Lynch provided the Committee an update on the response to the RFP. A total of 2 firms submitted bids – Kaeyer, Garment + Davidson Architects, PC and Silver/Petrucci + Associates. Mr. Lynch told the committee that both firms have worked successfully in Darien in the past. Both firms have extensive experience in working with school districts, they are both easy to work with, both returned calls promptly and that he was impressed by both firms.

The Committee did not discuss or take action on criteria for selecting firms to interview further as there is no need to narrow down the number of firms before the next round of interviews.

The Committee and Administration discussed criteria that would be used in the next step of interviews for the two candidates. The Committee and Administration spoke in depth about the role of oversight on the construction project and the importance of having the project completed in time for the start of school, 2018.

There was no public comment.

**Motion to adjourn:**

**1<sup>st</sup>** *Ms. Hagerty-Ross*

**2<sup>nd</sup>** *Mr. Harman*

	Burke	Dineen	Hagerty-Ross	Harman	Mc Cammon	Mc Namara	Ochman	Palen	Stein	
Yes	X		X	X	X	X	X	X	X	
No										
Abstain										

**RESULT -MOTION PASSED (8-0-0)**

Meeting adjourned at 8:46 a.m.

Respectfully Submitted,

Christa S. McNamara,  
Secretary