

**INTRA-BOARD ADVISORY COMMITTEE  
MINUTES  
BOARD OF EDUCATION MEETING ROOM  
MAY 4, 2022**

**PRESENT:** First Selectman Mark Fiorentino; Sarah Thrall (BOE Representative); James Tspatsinos (BOF Representative)

Ex-Officio Non-Voting Members: Erica Robertson, Town Manager; Jordan Grossman, Ed.D. Superintendent of Schools

**ALSO PRESENT:** Kimi Cheng, Director of Finance; Kirk Severance, Director of Public Works

First Selectman Mark Fiorentino called the meeting to order at 8:08 a.m. and noted the purpose of today's meeting is to finalize the list of projects and reach a consensus on the manner to publish the list.

**1. Public Comment**

None

**2. Approval of Previous Minutes**

**ON A MOTION** by S. Thrall, seconded by J. Tsaptsinos, the committee voted unanimously (3-0-0) to approve the minutes of April 27, 2022 as corrected, noting under Item 3, the first sentence should read, 'The committee reviewed a draft that was created and prioritized projects.'

**3. Review Presentation for May 23<sup>rd</sup> Meeting**

A draft of the presentation was reviewed. Some changes were made, including:

- The document title will be changed to "Preliminary Project List" and the Town seal will be added.
- Within the document, "we" will be exchanged with "the Town of Granby."
- Under "Work to Date," today's meeting will be added to the list of meeting dates, followed by: "The committee established criteria to evaluate project proposals and reviewed a draft proposal list."
- The list of project sources will be preceded by: "Development of the draft list was generally guided by the following sources...", with #4 reading, Needs that became apparent during the height of the pandemic.
- The heading Proposal Inventory will be changed to Proposed Projects.
- Projects that improve public health and safety will be added to the list of criteria to evaluate project proposals.

The draft list will be added to the Town website and Facebook page, as well as other Town Department pages. A notice regarding the Public Meeting and how to get the list will be included. The list will be redone after the Public Hearing with the projects listed by priority.

**ON A MOTION** by S. Thrall, seconded by J. Tspatsinos, the committee voted unanimously (3-0-0) to approve the revised list as discussed.

**4. Confirm Date of Next Meeting**

The next meeting will be the Public Hearing on Monday, May 23, 2022 at 6:00 p.m. in the Town Hall Meeting Room.

**5. Other**

- S. Thrall noted the dollar amount of the school projects is different from the previous document. E. Robertson will contact A. Robbins for clarification.
- M. Fiorentino noted a discussion will need to be held at a future date regarding managing the projects, i.e., should it be done by separate building committees, this committee, Clerk of the Works?

**ADJOURNMENT**

On a Motion by S. Thrall, seconded by J. Tsaptsinos, the meeting was adjourned at 9:02 a.m.

Respectfully submitted,

Kathy Kane  
Recording Secretary