

Minutes

Oxford School Upgrade Committee

Wednesday Aug. 21, 2013

7 p.m. Town Hall

The meeting was called to order at 7:15 pm by Shannon Wolf, Vice Chairman
The Pledge of Allegiance was recited.

The following members were present: Eric Benzon, Jeff DiIulio, John Kerwin III,
Diamond Matthew Rosa, Robert Slie, Shannon Wolf. Also in attendance was: Rosemary
Hanson, Paula Guillet, and Amy Cote.

1. Minutes of 2 previous meetings on June 19, and Aug. 7 were approved.
2. Discussion was had regarding the appointment of a new Secretary. A motion was made by John Kerwin that Robert Slie be appointed the new secretary, second by Eric Benzon. All members in attendance voted in favor.
3. A motion was made by Robert Slie to have the September 4, 2013 meeting at Quaker Farms School, second by Diamond Rosa. All members in attendance voted in favor.
4. Discussion was had regarding whether Nafis & Young should be asked if it would like to attend the September 4, 2013 meeting and walk thru at Quaker Farms School for possible recommendations. It was discussed that John Kerwin will meet with George Temple regarding Nafis & Young and seek his input regarding an Engineer. John will advise us of his findings at the next meeting.
5. A motion was made by John Kerwin that the Committee will ask the Board of Selectman to appropriate \$20,000.00 for the expenses associated with marketing, engineering, RFP's, Bid Specs., and hiring a recording secretary. The motion was second by Robert Slie. All members in attendance voted in favor.
6. A motion was made by Eric Benzon to form a subcommittee comprised of Eric Benzon, Diamond Rosa, and Jeff DiIulio for the purpose of formulating a Scope of Work, second by Robert Slie. All members in attendance voted in favor.
7. The subcommittee will prepare and present a scope of work to the Committee at the September 18, 2013 meeting.
8. Discussion was had regarding preparing a letter to the Selectman concerning the request for appropriate of funds and language necessary to facilitate the application for state reimbursement. Robert Slie will prepare a letter for funds. John Kerwin to assist him.
9. A motion was made by John Kerwin to adjourn the meeting, second by Diamond Rosa. All in favor, motion carried. The committee adjourned at 8:45 pm

Respectfully submitted,

Shannon Wolf
Vice Chairperson

13 AUG 28 AM 9:08
TOWN OF OXFORD, CT
Shannon Wolf
TOWN CLERK