

**MINUTES
BOARD OF FINANCE
SPECIAL MEETING, OXFORD TOWN HALL
OCTOBER 20, 2014 – 7:00 P.M.**

Present: Chairman Jack Kiley; Richard Burke; Lila Ferrillo; Tom Kelly; and Robert DeBisschop. Also present: James Hliva, Finance Director. Absent: Nancy Schmitt.

The meeting was called to order by Chairman Kiley at 7:00 p.m. and the Pledge of Allegiance was recited.

The purpose of the meeting was to vote on appropriation of \$21,000 for flooring at the Senior Center.

Tom Kelly said he had attended the Selectmans' meeting and based on what he heard at the meeting Tom made a motion to approve the \$15,000 for the flooring at Senior Center but they would need additional funding to finish up the project. The Motion was seconded by Bob DeBisschop.

Mr. Hliva said that actual bid is \$14,105. There are two items that could add to cost; putting rubber moulding around edge and painting a liquid moisture barrier under the flooring.

Questions were raised by Lila Ferrillo as to where the additional funding would come from, why were additional costs not included in the original bid. Discussion ensued regarding the purpose of a moisture barrier.

Mr. Burke asked if this bid was the lowest bid. Mr. Hliva responded that there had been two bids, one for approximately \$20,000 and the approved bid of \$14,105. Discussion ensued with Mr. Burke, Ms. Ferrillo and Mr. Kiley regarding the wisdom of using the lowest bid. Mr. Kiley said acceptance of the bid was based on Mr. Haney's expertise and description of what was needed to avoid future damage to the new flooring. Mr. Hliva said the difference in the two bids was based on labor charges and Oxford Flooring came in less than Seemore Flooring.

The \$15,000 bid includes all the extras and Oxford Flooring is supplying all the materials. Mr. Burke questioned the one year warranty on materials and Mr. Kiley said that Mr. Haney advised that warranty is standard construction industry. Ms. Ferrillo asked what kind of tile was being used and she was advised by Mr. Hliva that porcelain tile is being used.

There being no further discussion, motion was made to adjourn by Mr. Kiley, seconded by Mr. DeBisschop. Meeting was adjourned at 7:40 p.m.

Respectfully submitted,

Lynnette Steeves

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TOWN OF OXFORD
CLERK
J. H. West