

# Meeting Minutes

**Project:** OXFORD MIDDLE SCHOOL  
CT Project #108-0043 N

**Subject:** Oxford School Building Committee  
**Date:** June 10, 2020, 7:00 PM  
**Location:** Remote Google Meet

## **Committee Members Present:**

Robert Slie, Jeffrey DiIulio, Marcelina Fernandes, Dean Golembeski, Rich Krueger, Kerry Mizak, Diamond Rosa, Herman Schuler, Ethan Stewart

## **Others in Attendance:**

Gus Kotait (O&G), Mark Jeffko (O&G), Justin Hopkins (Tecton), Karen DePersia (CSG), Robert Miller (OPS-Assistant Superintendent), Kristyn Rosa (Administrative Assistant-online host)

### **1. Call to Order: 7:07 PM**

### **2. Pledge of Allegiance and Roll Call**

### **3. Public Comment:**

None

### **4. Approval of Minutes From May 27, 2020 Regular Meeting:**

Motion to approve by J. DiIulio. Motion seconded by M. Fernandes. R. Slie, D. Golembeski, R. Krueger, K. Mizak, H. Schuler, and E. Stewart voted in favor of the motion. D. Rosa abstained. The motion carried.

### **5. Approval of Invoices/Contract Change Orders/Proposals:**

A motion to approve Invoice #1738 from MultiVista in the amount of \$876.00, was made by K. Mizak. Motion seconded by M. Fernandes. The motion carried unanimously.

A motion to approve Invoice #120 from CSG in the amount of \$13,047.12, was made by J. DiIulio. Motion seconded by K. Mizak. The motion carried unanimously.

A motion to approve Invoice #42992 from Tecton Architects in the amount of \$47,158.40, was made by D. Golembeski. Motion seconded by R. Krueger. The motion carried unanimously.

A motion to approve O&G Application for Payment #12 in the amount of \$3,748,900.29, was made by J. DiIulio and seconded by D. Rosa. The motion carried unanimously.

A decision was made to table a proposed budget of \$58,680.00 from William B. Meyer for the relocation of Oxford Middle School. K. DePersia (CSG) will follow up with the company to determine what, if any, services were cut from the original proposed budget of \$81,090.00.

A motion to approve the following change orders from CM contingency was made by D. Rosa. Motion seconded by E. Stewart. The motion carried unanimously.

-Contract Change Order #PCO 44 in the amount of \$4,875.00, from CM contingency, for fascia overhang framing.

- Contract Change Order #PCO 45 in the amount of \$2,426.00 from CM contingency to add vapor barrier at the exterior fascia/soffit of the gymnasium.

-Contract Change Order #PCO 46 in the amount of \$10,326.00, from CM contingency, for changing the high roof fascia profile at the south and north side.

- Contract Change Order #PCO 47 in the amount of \$4,525.00, from CM contingency, to change the substrate at the underside of high roof soffit from sheathing to plywood for the metal panel installation.

-Contract Change Order #PCO 48 in the amount of \$415.00 from CM contingency, for additional fire treated plywood at the east wall of area C mechanical pit and for fitness room and stair 1 east windows.

- Contract Change Order #PCO 49 in the amount of \$2,835.00 from CM contingency, for adding panel extensions below the millwork sinks to hide the bottom of the plumbing pipes.

- Contract Change Order #PCO 50 in the amount of \$6,275.00 from CM contingency, to add window sills at lower level classroom windows.
- Contract Change Order #PCO 51 in the amount of \$48,600 from CM contingency, to add gypsum knee walls below lower level classroom curtain walls and bottom of stair1.
- Contract Change Order #PCO 52 in the amount of \$1,985.00 from CM contingency, to install break metal at the west side window jambs.

A motion to approve the following change orders was made by H. Schuler. The motion was seconded by E. Stewart. R. Slie, M. Fernandes, D. Golembeski, K. Mizak, and D. Rosa voted in favor of the motion. J. DiIulio and R. Krueger opposed. The motion carried:

- Contract Change Order #PCO 39 in the amount of \$10,403.00 to add Bulletin 12 Equipment Shed Power.
- Contract Change Order #PCO 53 in the amount of \$19,637.00, for proposed field water service per staff request.

A motion to approve the building dedication plaque was made by M. Fernandes. The motion was seconded by J. DiIulio. The motion carried unanimously.

#### **6. Reports From Contractor/Consultants:**

G. Kotait (O&G) shared Monthly Progress Report No. 11 through May 2020. The CM contingency and allowances are \$737,923.00. Masonry is substantially completed. Millwork continues. Gym bleachers are scheduled to be delivered early. Installation of the elevators has begun. Work on the baseball field has also begun, and there are plans for hydroseeding to begin on August 1, 2020. There was a committee discussion about possible state recommendations regarding Covid-19. There may be some changes to plans that can be made, but it may be too late for others. Some alterations to equipment that has already been installed may be required.

J. Hopkins (Tecton) shared that additional items the committee deems important could be added at a later date, especially if they pertain to outside of the school building. A committee member suggested a covered area outside of the cafetorium that may serve many purposes. It was also mentioned to consider outside the media center (lower level) as an additional covered area.

K. DePersia (CSG) informed the committee that she is almost finished issuing purchase orders for FF&E and technology purchases. The budget was originally \$2,000,000.00. We are about \$234,000.00 below budget at this point.

#### **7. Adjourn:**

A motion to adjourn was made by J. DiIulio at 8:42 PM. the motion was seconded by M. Fernandes. The motion carried unanimously.

NOTE: The next meeting will be held on June 24,2020 either remotely or in person if town facilities are available.

Respectfully submitted,

Kerry Mizak  
Recorder