

Meeting Minutes

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

Subject: Oxford School Building Committee
Date: November 28, 2018, 7:00 PM
Location: Oxford Town Hall

Committee Members Present:

Kerry Mizak, Herman Schuler, Robert Slie, Ethan Stewart, Marcelina Fernandes, Dean Golembeski, Jeffery Dilulio, Richard Kruger, Diamond Rosa.

Committee Members Absent:

Kathy Johnson

Others in Attendance:

Ana Ortiz- Supt., Anthony Hibbert-Principal, Sue O'Brien-BOE, Karen DePersia (CSG), Justin Hopkins (Tecton), Ernest Nepomuceno (Tecton), Kathryn Mease (Tecton), Daniel Hetzler (O&G), Scott Flaherty (BOS), Dawn Passerine-recorder.

Call to Order: 7:00 PM

Pledge of Allegiance and Roll Call

1. **Public Comment:** None.
2. **Approval of Meeting Minutes from November 14, 2018 regular meeting:**
Motion to approve by Herman Schuler, motion seconded by Richard Kruger. The motion carried unanimously.
3. **Approval of Invoices:**
 - A. Invoice # 41086: Tecton Architects in the amount of \$109,375. Motion to approve made by Herman Schuler, seconded by Richard Kruger. The motion carried unanimously.
 - B. Invoice # 41388: Tecton Architects in the amount of \$351,250. Motion to approve made by Herman Schuler, seconded by Richard Kruger. The motion carried unanimously.
 - C. Invoice #101: Construction Solutions Group in the amount of \$52,188.53. Motion to approve made by Herman Schuler, seconded by Richard Kruger. The motion carried unanimously.
4. **CT DAS OSCG District Letter Requirements:** R. Slie explained to the committee several letters of acknowledgement are required by the State as part of the project review and approval process. The Superintendent acknowledged receipt of the letters and indicated they would be signed and returned to CSG this week.
5. **Architect's Report:**
 - A. Building Site and Exterior:
 1. Architect J. Hopkins confirmed applications have been filed with the Town this week to both the Planning & Zoning and Inland and Wetlands departments. A letter requesting special exception for major regrading and excavation accompanied the submittal as requested by the Town.

Acceptance is expected by both authorities without delay or issue. The project schedule allows time for an additional review should modifications or supplemental information be required.

2. Tecton distributed the updated site plan to committee members reflecting input from comments at previous meeting.
3. E. Nepomuceno presented exterior design elevations and building material options. Discussion followed that included the importance of incorporating aesthetics, economy, and security. He will rework the exterior color scheme for the next meeting.

B. Interior Design:

1. K. Mease presented the interior design concept for the entire school including the use of a neutral palette infused with natural wood and a limited accent color. Samples were made available.
2. The committee asked the architect to address the durability of wall finishes in corridors. Committee members discussed the possibility of the accent color reflecting new school colors.

6. Schedule Update:

O & G distributed and presented the current project schedule update.

CSG suggested providing a design update to the First Selectman at this time to ensure design approval to move forward.

7. Energy Report:

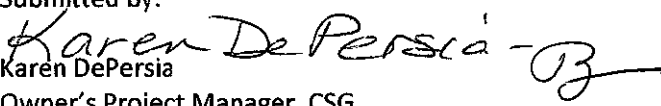
None.

8. Motion to adjourn:

A motion to adjourn was made by H. Schuler at 9:53, and was seconded by R. Kruger.

NOTE: Next meeting to be held December 12, 2018 at the new Town Library on Great Oak Road at 7:00 PM.

Submitted by:


Karen DePersia

Owner's Project Manager, CSG

These minutes are assumed to be an accurate account of the items discussed. Any exceptions or omissions are to be communicated to CSG within 5 business days. After 5 business days the minutes will be considered an accurate account, and entered into the project records.

18 DEC 11 PM 3:39
TOWN OF WEST HARTFORD, CT
TOWN CLERK
