

Meeting Minutes

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

Subject: Oxford School Building Committee
Date: December 12, 2018, 7:00 PM
Location: Oxford Town Hall

Committee Members Present:

Kerry Mizak, Robert Slie, Marcelina Fernandes, Dean Golembeski, Jeffery Dilulio, Richard Krueger, Diamond Rosa, Kathy Johnson

Committee Members Absent:

Ethan Stewart, Herman Schuler

Others in Attendance:

Amy Cote (BOE), Karen DePersia (CSG), Jason LaFleur (CSG), Justin Hopkins (Tecton), Ernest Nepomuceno (Tecton), Mark Jeffko (O&G), Daniel Hetzler (O&G), Derek Bride (CES), Brad Park (CES).

Call to Order: 7:00 PM

Pledge of Allegiance and Roll Call

1. **Public Comment:** None.
2. **Approval of Meeting Minutes from November 28, 2018 regular meeting:**
Motion to approve by R. Kreuger, motion seconded by Kerry Mizak. The motion carried unanimously.
3. **Approval of Commissioning Services Agent:**
Karen DePersia of CSG presented a recommendation to award commissioning services to Colliers International based on proposal and fee evaluation. A motion to approve was made by Kathy Johnson, the motion was seconded by Marci Fernandes. The motion carried unanimously.
4. **Architect's Report:**
 - A. Building Exterior and Building Materials:
 1. E. Nepomuceno presented exterior design options showing various combinations of building materials and placement, and responded to committee's previous comments preferring the increased use of brick. He noted that while final colors can be selected at a later date, Tecton required a decision on the materials placement in order to proceed with construction document development and cost estimating efforts.
 2. Following discussion, a motion to select and approve 'Slide 18' was made by Rich Kreuger and seconded by Kathy Johnson. The motion carried unanimously.
 3. When asked if the windows under consideration would be standard or custom, the architect responded all windows are custom 'storefront' assemblies, which is common practice.
 4. Tecton is proposing the use of 'Acrovyn' or similar wall protection in high traffic corridors.



CONSTRUCTION SOLUTIONS GROUP

5. HVAC Presentation:

- A. Derek Bride of CES presented an overview of the school's HVAC design to the committee. A chilled beam system has been specified, utilizing three high-efficiency boilers and perimeter radiant panels. The system will be powered by propane that can be converted to natural gas in the future. Specifications currently indicate a buried propane tank, but engineers will consider a less expensive above ground alternate.
- B. The architect noted that windows will be inoperable to maximize the efficiency of the system.
- C. A committee member expressed concern that the Town is not familiar with the chilled beam system and asked about maintenance and operating requirements. CES responded the specified system is among the lowest in maintenance requirements and ease of use. Comprehensive training will be provided to the Owner when installation is complete.

6. Energy Report:

None.

7. Motion to adjourn:

A motion to adjourn was made by Kathy Johnson at 9:10, and was seconded by Diamond Rosa. The motion carried unanimously.

NOTE: Next meeting to be held January 9, 2019 at the Oxford Public Library at 49 Great Oak Road at 7:00 PM. There will be no meeting on December 26th.

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.

19 JAN -4 AM 11:27
TOWN OF OXFORD, CT
TOWN CLERK
Michael H. West