

# Meeting Minutes

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

**Subject:** Oxford School Building Committee  
**Date:** August 28, 2019, 7:00 PM  
**Location:** Oxford Public Library

## **Committee Members Present:**

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

## **Committee Members Absent:**

Diamond Rosa

## **Others in Attendance:**

Gus Kotait (O&G), Mark Jeffko (O&G), Justin Hopkins (Tecton), Jason McKinnon (OPS-Superintendent), George Renzoni (OPS-Facilities), Scott Flaherty (BOS)

**Call to Order:** 7:03 PM

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

### **1. Public Comment:**

None; R. Slie brought up a traffic concern related to the construction fence on Great Ok road conveyed to him by the First Selectman. O&G will monitor the traffic and use personnel to direct traffic during the heavy traffic times. Adjustments to the placing of the fence may need to be made at entry and exit points.

### **2. Approval of Meeting Minutes From August 14, 2019 Regular Meeting:**

Motion to approve by R. Krueger, motion seconded by J. DiIulio. The motion carried with R. Slie, J. DiIulio, R. Krueger, H. Schuler, D. Golembeski voting to approve. E. Stewart, M. Fernandes, and K. Mizak abstained.

### **3. Approval of Invoices:**

A motion to approve Invoice #110 for \$13,047.12 from CSG was made by M. Fernandes and seconded by R. Krueger. The motion carried unanimously.

A motion to approve balance of Application for Payment #2 for \$77,157.44 from O&G was made by K. Mizak and seconded by E. Stewart. The motion carried unanimously.

A motion to approve Invoice #4303-B for \$2,673.15 from Independent Materials Testing Lab, Inc., was made by K. Mizak and seconded by M. Fernandes. The motion carried unanimously.

### **4. Monthly Construction Report:**

G. Kotait (O&G) explained the format, as well as the content, of the Monthly Progress Report No. 1 to the committee.

G. Kotait (O&G) gave an overview of detailed project photography services Multivista can provide to this project. He will arrange to have Multivista present to the building committee on Wednesday, September 11, 2019 at 6:00 pm at Oxford Public Library.

O&G will provide safety orientation training for the building committee during the next meeting on Wednesday, September 11, 2019.

### **5. Review Proposed Banner:**

A motion to approve a vinyl banner, providing information regarding the building project, to be placed on or near the building site by O&G was made by H. Schuler. The motion was seconded by R. Krueger. The motion carried unanimously.

**6. Related Projects Updates:**

H. Schuler reported updates on both the GOMS Evaluation and Improvement Committee and the gas line progress. A brief discussion took place regarding technology services to the new school and concerns with coordinating with other schools and town buildings including the library.

**7. Adjourn:**

A motion to adjourn was made by M. Fernandes at 8:03 PM, and was seconded by D. Golembeski. The motion carried unanimously.

NOTE: Next meeting to be held September 11, 2019 at the Oxford Public Library at 49 Great Oak Road at 7:00 PM.

Respectfully submitted,

A handwritten signature in black ink that reads "Kerry Mizak" followed by a stylized flourish.

Kerry Mizak  
Recording Secterary

19 AUG 29 PM 1:58  
TOWN OF OXFORD, CT  
*Matthew H. Clark*  
TOWN CLERK