

# Meeting Minutes

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

**Subject:** Oxford School Building Committee  
**Date:** October 9, 2019, 7:00 PM  
**Location:** Oxford Public Library

**Committee Members Present:**

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

**Committee Members Absent:**

Jeffrey Dilulio

**Others in Attendance:**

Gus Kotait (O&G), Mark Jeffko (O&G), Justin Hopkins (Tecton), Karen DePersia (CSG), George Renzoni (OPS-Facilities), Jeremy DeRoy (OPS-IT), Deb Sherman (BOE)

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

**Pledge of Allegiance and Roll Call**

**1. Public Comment:**

None

**2. Approval of Minutes From September 25, 2019 Regular Meeting:**

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

**3. Approval of Invoices:**

A motion to approve Invoice #001728 in the amount of \$3,675.90 from Colliers International for commissioning services was made by M. Fernandes and seconded by E. Stewart. The motion carried unanimously. A motion to approve Invoice #19-1520 in the amount of \$549.00 from Condon & Savitt for title search legal fees associated with the water easement was made by H. Schuler, and seconded by R. Krueger. The motion carried unanimously. A motion to approve Invoice #4303-D in the amount of \$1,980.32 and Invoice #4303-E in the amount of \$4,260.00 from Independent Materials Testing Lab for site testing was made by K. Mizak, and seconded by M. Fernandes. The motion carried unanimously. A motion to approve Application For Payment #4 in the amount of \$2,569,630.93 from O&G for services was made by H. Schuler, and seconded by R. Krueger. The motion carried unanimously.

**4. Reports From Consultants:**

G. Kotait (O&G) shared Monthly Progress Report No. 3 through September 2019, including photos of the construction site. Concrete work is 80% complete, storm drainage is close to 80% complete, and under slab work is almost 40% complete. The list of potential change orders has not changed.

J. Hopkins (Tecton) extended the deadline to receive school name, colors, and mascot to December 1, 2019. He shared Construction Administration Summary for September 2019.

K. DePersia (CSG) informed the committee that O&G is requesting additional staff at a cost of \$40,000 to expedite the paperwork submitted by subcontractors keeping the process on schedule. This expense does not require a change order or BC approval. It is coming from the budgeted overtime account used at the discretion of O&G. She is confirming CT Water has received all necessary paperwork from the town attorney. She had a commissioning kickoff meeting with Colliers. She will set up a meeting with members of the school district to discuss technology and security.

**5. Adjourn:**

A motion to adjourn was made by H. Schuler at 7:50 PM, and was seconded by M. Fernandes. The motion carried unanimously.

**NOTE:** The October 23<sup>rd</sup> meeting will be cancelled. Next meeting to be held November 13, 2019 at the Oxford Public Library at 49 Great Oak Road at 7:00 PM.

Respectfully submitted,

*Kerry Mizak*  
Kerry Mizak, Recorder

9 OCT 10 AM 11:11  
TOWN OF OXFORD, CT  
OWN CLERK