

# Meeting Minutes

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

**Subject:** Oxford School Building Committee  
**Date:** November 13, 2019, 7:00 PM  
**Location:** Oxford Public Library

**Committee Members Present:**

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

**Committee Members Absent:**

Richard Krueger, Diamond Rosa

**Others in Attendance:**

Gus Kotait (O&G), Mark Jeffko (O&G), Justin Hopkins (Tecton), Karen DePersia (CSG), George Renzoni (OPS-Facilities)

**Call to Order:** 7:02 PM

**Pledge of Allegiance and Roll Call**

19 NOV 14 AM 10:08  
TOWN OF OXFORD, CT  
TOWN CLERK  
Kerry Mizak

**1. Public Comment:**

None

**2. Approval of Minutes From October 9, 2019 Regular Meeting:**

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

**3. Approval of Invoices/Contract Change Order:**

A motion to approve Invoice #112 and Invoice #113 each in the amount of \$13,047.12 from CSG was made by H. Schuler and seconded by J. DiIulio. The motion carried unanimously. A motion to approve Invoice #4303-F in the amount of \$2,758.75 from Independent Materials Testing Lab, Inc. was made by J. DiIulio, and seconded by H. Schuler. The motion carried unanimously. A motion to approve Invoice #4303-G in the amount of \$2,110.00 from Independent Materials Testing Lab, Inc. was made by J. DiIulio, and seconded by H. Schuler. The motion carried unanimously. A motion to approve Invoice #4303-H in the amount of \$3,067.19 from Independent Materials Testing Lab, Inc. was made by H. Schuler, and seconded by D. Golembeski. The motion carried unanimously. A motion to approve Contract Change Order #PCO001 in the amount of \$3,857.00 from O&G was made by J. DiIulio, and seconded by E. Stewart. The motion carried unanimously. A motion to approve Application For Payment #5 in the amount of \$1,248,926.92 from O&G was made by J. DiIulio, and seconded by K. Mizak. The motion carried unanimously. A motion to approve Invoice #42358 in the amount of \$149,137.00 from Tecton Architects was made by H. Schuler, and seconded by J. DiIulio. The motion carried unanimously.

**4. Reports From Consultants:**

G. Kotait (O&G) shared Monthly Progress Report No. 4 through October 2019, including photos of the construction site.

J. Hopkins (Tecton) shared Construction Administration Summary for October 2019.

K. DePersia (CSG) informed the committee that she continues to attend progress meetings, and is working with the BOE to provide guidance through the reimbursement process.

**5. Adjourn:**

A motion to adjourn was made by M. Fernandes at 8:06 PM, and was seconded by H. Schuler. The motion carried unanimously.

**NOTE:** Next meeting to be held December 11, 2019 at the Oxford Public Library at 49 Great Oak Road at 7pm.

Respectfully submitted,

*Kerry Mizak*  
Kerry Mizak, recorder