

## Meeting Minutes

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

**Subject:** Oxford School Building Committee  
**Date:** July 22, 2020, 7:00 PM  
**Location:** Remote Google Meet

**Committee Members Present:**

Robert Slie, Dean Golembeski, Richard Krueger, Diamond Rosa, Ethan Stewart, Herman Schuler.

**Committee Members Absent:**

Kerry Mizak, Marcelina Fernandes, Jeffrey Dilulio.

**Others in Attendance:**

Karen DePersia (CSG), Justin Hopkins (Tecton), Alison Fredericks (Tecton), Gus Kotait (O&G), Rob Miller (BOE), George Renzoni (OPS Facilities)

1. **Call to Order:** 7:00 PM
2. **Pledge of Allegiance and Roll Call**
3. **Public Comment:** None.

4. **Approval of meeting minutes from July 8, 2020 Regular Meeting:**

Motion to approve by R. Krueger, motion seconded by E. Stewart. The motion carried unanimously.

5. **Approval of Invoices/ Contract Change Orders/ Proposals:**

A motion to approve CSG Invoice #121 in the amount of \$13,047.12 was made by D. Golembeski and seconded by R. Krueger. Motion carried unanimously.

A motion to approve four invoices from Dell for technology equipment; Invoice #10403664179 for \$2,378.60, #10403902926 for \$34,650, #10405726199 for \$27,795.80, #10397892211 for \$7,019.25, was made by H. Schuler and seconded by R. Krueger. The motion carried unanimously.

A motion to approve two invoices from Synacktek for technology equipment; Invoice #2532 for \$2,703.16 and #2502 for \$6,223.20, was made by H. Schuler and seconded by E. Stewart. The motion carried unanimously.

A motion to approve William B. Meyer Invoice #120-014248 in the amount of \$26,437.30 was made by D. Golembeski and seconded by E. Stewart. The motion carried unanimously.

A motion to approve the following Construction Change Order Proposals from O&G was made by D. Golembeski and seconded by D. Rosa. The motion carried unanimously.

PCO #066 in the amount of \$1,815 from CM contingency, for the addition of bollards at the propane tanks per Builder's Risk Insurance agent direction.

PCO #067 in the amount of \$9,405 from MC contingency, for additional drywall to correct structure exposure.

PCO #068 in the amount of \$6,046 from CM contingency, for temporary floor protection.

## **6. New Business:**

### **A. Outdoor Learning Spaces**

In response to Covid 19 State Guidelines, R. Miller from the BOE requested the project team to explore options to create outdoor learning spaces for students. The spaces would provide permanent outdoor learning opportunities for students.

J. Hopkins identified the areas outside of the cafetorium and media center, where concrete surfaces are already in place, as two viable locations to consider for further development. J. Hopkins and G. Kotait presented both temporary and permanent concepts for consideration.

J. Hopkins will provide a budget and schedule outline to the building committee at the next meeting.

### **B. Additional Tables and student seating:**

The building committee authorized CSG and Tecton Architects to move forward with the purchase of additional tables and seating to address social distancing guidelines with a not-to-exceed budget of \$40,000.

## **7. Motion to adjourn:**

A motion to adjourn was made by H. Schuler at 8:08 and was seconded by R. Krueger. The motion carried unanimously.

**NOTE:** Next meeting to be held remotely on August 12, 2020 at 7:00 PM.

Respectfully Submitted by:

Karen DePersia  
Owner's Project Manager, CSG