

Meeting Minutes

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

Date: March 24, 2021, 7:00 PM
Location: Remote Google Meet

Subject: **Special Meeting**
Oxford School Building Committee

Committee Members Present:

Robert Slie, Jeffrey DiIulio, Marcelina Fernandes, Dean Golembeski, Rich Krueger, Diamond Rosa, Herman Schuler, Ethan Stewart

Others in Attendance:

Gus Kotait (O&G), Karen DePersia (CSG), George Renzoni, (BOE/Facilities), Kristyn Rosa (Administrative Assistant-online host)

1. Call to Order: 7:02 PM

Pledge of Allegiance and Roll Call

2. Public Comment:

None

3. Approval of Meeting Minutes from 2/10/21:

A motion to approve was made by M. Fernandes. Motion was seconded by H. Schuler. J. DiIulio abstained. The motion carried unanimously.

4. Approval of Invoices/Contract Change Orders/Proposals:

A motion to approve Invoice #129 from Construction Solutions Group (CSG) in the amount of \$7,449.00 was made by H. Schuler. Motion seconded by J. DiIulio. The motion carried unanimously.

A motion to approve Application for Payment #21 from O&G in the amount of \$47,987.52 was made by J. DiIulio. Motion seconded by H. Schuler. The motion carried unanimously.

A motion to approve Contract Change Order #130 in the amount of \$3,130.00, from CM contingency, for installation of Forbo wall covering (corkboard), was made by M. Fernandes. Motion seconded by E. Stewart. The motion carried unanimously.

5. Additional School and Staff Requests:

K. DePersia (CSG) presented a list of additional requests from school and staff. Requests were reviewed and discussed in three categories;

1. Teaching Staff Requests:

The committee approved the purchase of 2 tall bookcases at \$1,371, 5 lateral file cabinets at \$5,029, and 2 stack chair dollies at \$982.

2. Music Program Requests:

The BC requested additional information regarding the need and purpose for the purchase of additional musical instruments.

3. Facilities Requests:

The BC requested alternative, less expensive, items for review at the next meeting. G. Renzoni pointed out all existing equipment in the district is very old. G. Renzoni confirmed the Department of Public Works does not provide maintenance services to school properties.

The committee agreed to the above actions through a motion to approve made by J. DiIulio. The motion was seconded by D. Golembeski. The motion carried unanimously.

7. **P.E. Storage Update:**

B. Slie reported he met with the middle school P.E. instructor at the school to discuss the need for additional storage. It was agreed the best option to provide additional storage is to create a space adjacent to the existing gymnasium at the exit doors located to the west. B. Slie will request budget pricing from Tecton Architects.

6. **Adjourn:**

A motion to adjourn was made by D. Golembeski at 8:21 PM. The motion was seconded by M. Fernandes. The motion carried unanimously.

NOTE: Next meeting to be held remotely on Wednesday, April 14, 2021 at 7:00 PM.

Respectfully submitted,

Karen DePersia
CSG Owner's Representative