

# Meeting Minutes

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

**Subject:** Oxford School Building Committee  
**Date:** December 9, 2020, 7:00 PM  
**Location:** Remote Google Meet

## Committee Members Present:

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

## Others in Attendance:

Gus Kotait (O&G), Karen DePersia (CSG), Justin Hopkins (Tecton), Kristyn Rosa (Administrative Assistant-online host)

### 1. Call to Order: 7:13 PM

**Pledge of Allegiance and Roll Call**

### 2. Public Comment:

None

### 3. Approval of Amendment to Agenda:

Motion to amend the agenda to include approval of the calendar of OSBC meeting dates for the 2020-2021 year was made by H. Schuler. Motion seconded by D. Golembeski. The motion carried unanimously.

### 4. Approval of Minutes From November 18, 2020 Special Meeting:

Motion to approve by J. DiIulio. Motion seconded by H. Schuler. The motion carried unanimously

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

A motion to approve the following two consultant invoices was made by J. DiIulio. Motion seconded by K. Mizak. The motion carried unanimously.

-Invoice #43449 from Tecton Architects in the amount of \$28,915.70

-Invoice #126 from Construction Solutions Group, LLC (CSG) in the amount of \$13,047.12

A motion to approve Invoice # 9002639191 from Matrix Fitness in the amount of \$504.00 for VY adjustable bench was made by R. Krueger. Motion seconded H. Schuler. The motion carried unanimously.

A motion to approve Application for Payment #18 from O&G in the amount of \$483,927.91 was made by H. Schuler. Motion seconded by J. DiIulio. The motion carried unanimously.

A motion to approve the following Construction Change Order Proposals from O&G was made by H. Schuler. Motion seconded by J. DiIulio. The motion carried unanimously.

-Contract Change Order #PCO 121 in the amount of \$3,599.00, from CM contingency, for adding cleaning post FFE delivery and construction finishes in order to prep the rooms for final occupancy

-Contract Change Order #PCO 122 in the amount of \$878.00, from CM contingency, for adding wire guard protection for the Alertus lockdown system devices in the gym to protect them from ball hits

A motion to approve the calendar of OSBC meeting dates for the 2020-2021 year was made by H. Schuler. Motion seconded by R. Krueger. The motion carried unanimously.

**6. Reports From Contractor/Consultants:**

G. Kotait (O&G) shared Monthly Progress Report No. 17 through November 2020. The CM contingency balance is \$524,760.00. This balance will start to go back to owner contingency. There is a placeholder for restoration around the ballfield. Installation of the fence has started, owner training is complete, there are four items left on the punch list, final CO was approved on 11/24/2020, and a third sink might be installed in the art room to accommodate the request for a deeper sink.

J. Hopkins (Tecton) will report back to the committee with the ballfield construction response from Fuss & O'Neill. The Board of Selectmen approved the two exterior canopies and he is waiting to hear back from Creative Recreation for the next steps.

K. DePersia (CSG) reported that the kiln was delivered today. She is planning on working with the Board of Education, Superintendent Dr. McKinnon, and Assistant Superintendent Dr. Miller to discuss any additional items that are needed.

**7. Adjourn:**

A motion to adjourn was made by H. Schuler at 7:46 PM. The motion was seconded by R. Krueger. The motion carried unanimously.

NOTE: Next meeting to be held remotely on Wednesday, January 13, 2020 at 7:00 PM.

Respectfully submitted,

Kerry Mizak-recorder