

**TOWN OF DARIEN
OX RIDGE ELEMENTARY SCHOOL BUILDING
COMMITTEE
MINUTES OF A REGULAR MEETING
APRIL 20TH, 2023**

Committee members attending were Diane Boston, Dan Bumgardner, David Dineen, Kadi Lublin, Kip Koons, Marcy Minnick and Rusty Shriner.

Guests attending the session were from the Board of Education: Dr. Luke Forshaw – Principal of Ox Ridge School and from O&G Industries/AP Construction: David Cravanzola and George Graikoski and from SLAM: Amy Samuelson.

Members and guests participated via Go to Meeting video/audio conference.

Mr. Koons called the meeting to order at 10:00 AM. The minutes of the March 16, 2023 Special Meeting were reviewed and upon a motion made by Mr. Shriner and seconded by Ms. Lublin, they were unanimously approved.

Mr. Graikoski then presented the 27th Application and Certificate for Payment in the amount of \$1,370,011.45. After a full review and upon motion made by Mr. Koons and seconded by Mr. Shriner, the Application and Certificate for Payment as presented to the committee was unanimously approved.

Mr. Graikoski discussed the Progress Report for March noting that the Assembly Wing was 85% complete with the Substantial Completion date still scheduled for the end of May. The Construction Manager's remaining contingency reserve and allowances were just over \$940,000, or about 54% of the budgeted amounts. Furniture delivery was moved from the end of May to June 15th and 16th just after the last day of school. The building inspector most likely would only issue a TCO once the furniture was placed in its final location. As a result, Mr. Cravanzola recommended moving the "substantial completion" date to mid-June as well.

Ms. Lublin asked about the status of the trays and utensils for the cafeteria noting that there had been discussions about Ox Ridge using permanent items rather than disposables. Ms. Samuelson stated that such items were not normally part of the FF&E specifications. Mr. Dineen suggested that he would ask Kevin Munrett (Facilities Director) and Richard Rudl (Finance Director) to address this issue along with the Food Service Director.

Ms. Lublin also inquired about plans to utilize wall tiles from the old school in the new cafeteria, as she had a box of the old tiles in her possession. Mr. Dineen and Dr. Forshaw would address this issue.

Mr. Shriner expressed concern that the schedule for completing the upgrade of the eastern parking lot (nearest the main entrance) was very tight with completion schedule for the week

before students arrived in August. Dr. Forshaw acknowledged the tight schedule, but felt that with the new bus loop and main parking lot being completed during the summer, that there would be sufficient room and flexibility to have a workable solution if the eastern lot was not finished on time.

Mr. Koons stated that a current analysis of the owner's contingency required more work than he had anticipated. Such an analysis would be presented in the near future.

There was no public comment. There being no further business before the committee, a motion to adjourn the meeting was made by Ms. Boston seconded by Ms. Lublin and unanimously approved by voice vote.

Respectfully submitted,
Kip Koons – Acting Secretary

