

**MINUTES OF THE MEETING**  
**THE WOODSTOCK ACADEMY**  
**BOARD OF TRUSTEES**  
**BUILDINGS AND GROUNDS**  
**COMMITTEE**  
**March 11, 2024**



These minutes are for  
informational purposes only.

**PRESENT:** Blackmer, Robert; Carabeau, Garry; Morse, David; Sandford, Chris; Singleton, Holly; Susi, Michael; Woodland, Julie  
**ABSENT WITH NOTIFICATION:** Quinn, Eric; Sturdevant, Jon

**1. Call to Order**

The meeting was called to order by Chairman Blackmer at 6:35 p.m.

**2. Community Participation – None.**

**3. Secretary’s Report—Minutes of February 12, 2024**

**MOTION:** (Morse/Carabeau) To approve the minutes of February 12, 2024, with a correction to the last sentence in Item #8: *Buildings and Grounds Committee meetings will resume their every-other-~~week~~ month schedule next year.*

Unanimous

**4. Academy Building Restoration Project Update**

Associate Head of School for Finance and Operations Susi and Head of School Sandford provided project updates. Work continues. Still needed are two more glass panels for the bridge, several more glass panels for the clock display, an additional panel for the elevator, shutters to be installed on the first floor (exterior), and landscaping. Kronenberger identified a leak in the clock tower and is confident that they have now corrected the problem. Committee members reminded the group to acquire both paper and electronic versions of the as-builts.

**5. Tennis Court Project**

Associate Head of School for Finance and Operations Susi and Head of School Sandford offered updates about the tennis court project. The project is moving forward, although the playing surface of the courts is funding-dependent. Plans must be submitted by September. All permits to date have been approved.

**6. Project List / Bentley Parking Lot**

Head of School Sandford and Associate Head of School for Finance and Operations Susi shared pictures that illustrated the damage being caused by drainage issues near the Bentley field parking area. Repair, grading, new product and better drainage will cost about \$35k to make the lot usable for spring sports.

**7. April Meeting**

It was agreed to cancel the April Buildings and Grounds meeting. The next meeting will be held on May 6.

**8. Other**

In order to apply for the Academy Building tax credits, the project must be substantially completed and there must be a certificate of occupancy.

**9. Adjournment**

**MOTION:** (Morse/Carabeau) To adjourn the meeting at 7:04 p.m.

Unanimous

Respectfully submitted,

*Julie Woodland*

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Board Clerk

*The Woodstock Academy prepares all students by providing diverse opportunities through a rigorous curriculum and a variety of programs in order to cultivate the necessary skills to become lifelong learners and global citizens.*