

**MINUTES OF THE MEETING**  
**THE WOODSTOCK ACADEMY**  
**BOARD OF TRUSTEES**  
**BUILDINGS AND GROUNDS**  
**COMMITTEE**  
**February 6, 2023**



These minutes are for  
informational purposes only.

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

**1. Call to Order**

The meeting was called to order by Chairman Blackmer at 6:30 p.m.

**2. Community Participation – None.**

**3. Secretary's Report—Minutes of January 9, 2023**

**MOTION:** (Carabeau/Quinn) To approve the minutes of January 9, 2023.

Unanimous

**4. Academy Building Restoration Project Update**

Associate Head of School for Finance and Operations Mike Susi stated that the project continues to go well. He has been pleased with the contractor's methods of performing cosmetic repairs inexpensively. Furniture has been selected, using two different vendors to get the best prices. Information technology is being managed internally, rather than going through the contractors but wiring and mounts require additional communication. Finances are being watched very closely. While some savings have been realized with sheetrock, drainage, and windows, unexpected costs have been incurred with lead paint, storage tanks, and wood rot. Conversations continue about the estimated building opening date. Members are encouraged to attend meetings on Tuesdays at noon in the BAC.

**5. Academy Building Recognition Plaque**

Associate Head of School for Advancement Jon Sturdevant proposed two different possible recognition plaques to be hung in the main entrance of the Academy Building. One plaque would recognize significant financial donors to the Academy Building Restoration Project. The other plaque would recognize trustees, foundation directors, members of the Buildings and Grounds Committee, the leadership team, and the project management team. Discussion ensued. Based on the feedback received, Mr. Sturdevant planned to draft several versions for the committee to consider. The cost will vary based on plaque size, plaque style, and the amount of text.

**6. Bowen Pipe Repair Update**

Associate Head of School for Finance and Operations Mike Susi reported that the Bowen sewer repair was successfully completed over the long weekend. On Saturday/Sunday, the contractor cut the hallway floor and fixed the faulty pipe. On Monday, Director of Facilities Aaron Hogarty repaired and retiled the hallway. Mr. Susi thanked Mr. Hogarty for a job well done.

7. **Other** – None.

**8. Adjournment**

**MOTION:** (Quinn/ Carabeau) To adjourn the meeting at 7:01 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.*