

**MINUTES OF THE MEETING**  
**THE WOODSTOCK ACADEMY**  
**BOARD OF TRUSTEES**  
**BUILDINGS AND GROUNDS**  
**COMMITTEE**  
**January 24, 2022**



These minutes are for  
informational purposes only.

**PRESENT:** Blackmer, Robert; Carabeau, Garry; Morse, David; Quinn, Eric; Rhynhart, Hans; Sandford, Chris; Singleton, Holly; Susi, Michael; Woodland, Julie

**GUESTS:** Kevin Chrobak of Juster Pope Frazier Architects

### **1. Call to Order**

The meeting was called to order by Chairman Blackmer at 6:00 p.m.

### **2. Community Participation – None.**

### **3. Academy Building Project and Bid Selection**

Kevin Chrobak of Juster Pope Frazier Architects explained the bidding process to the group, saying six bidders were in place at the start of the process. One withdrew immediately, two more withdrew a week and a half ago, and another withdrew last Monday. Of the two bids which were received, there was an approximate \$500,000 difference between them. Mr. Chrobak recommended selecting (low bidder) Kronenberger & Sons Restoration, Inc., who bid the project at \$6,468,000, which is very close to the number we estimated with the state. After the tax credits are applied the actual project cost should be closer to \$4,887,756. According to Mr. Chrobak, Kronenberger will review all the drawings and expects to select subcontractors from Pomfret and from the Hartford area. Kronenberger & Sons Restoration has requested we provide a letter of intent in order for them to schedule the project's contractors. (The Academy's attorney will review this document.) References have been checked and Mr. Chrobak feels confident with this choice. Work should begin on April 1, 2022 and should be completed by August 1, 2023. Questions were asked and answered about the number of bids, the reasons various bidders may have withdrawn, SHPO requirements, reference letters, the state's relationship with Kronenberger, legal review of the contract, and performance & payment bonds.

**MOTION:** (Morse/Rhynhart) Assuming the recommendation of The Academy's administrative team upon completion of due diligence on the financial side to borrow up to seven million dollars (\$7M), to move forward and endorse the recommendation of Mr. Chrobak to select Kronenberger & Sons Restoration, Inc. as the contractor for The Academy Building Restoration Project and to notify the full Board of this selection.

Unanimous

Mr. Chrobak was thanked for creating such comprehensive plans and his hard work to date. Mr. Chrobak left the meeting at 6:25 p.m.

### **4. Other**

- It was reiterated that only after financial due diligence occurred would the full Board be notified of Kronenberger's selection.
- Copies of the building plans are available in Julie's office for Committee members.
- Head of School Sandford said that Gary Giambattista has agreed to help Director of Facilities Aaron Hogarty for 10-15 hours per week as a project consultant.
- Buildings and Grounds Committee members were invited to attend weekly project meetings on campus if interested.
- The Academy Building is now empty; furniture will be moved out next week and the heat will be lowered.
- There is probably no need for a February B&G meeting. Members will be notified if that changes.

**5. Adjournment**

**MOTION:** (Morse/Quinn) To adjourn the meeting at 6:32 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.*