



THE WOODSTOCK ACADEMY  
BOARD OF TRUSTEES  
NOTICE OF MEETING

BUILDING AND GROUNDS COMMITTEE  
AGENDA

**Date:** Monday, May 13, 2019  
**Time:** 6:30 p.m.  
**Location:** Fireside Room - South Campus

1. Call to Order
2. Citizen's Participation
3. Secretary's Report – Minutes of March 11, 2019
4. Replacement Tank Project Update
5. Roof Project Update
6. Facility Study / Audit
7. Other
8. Citizen's Participation
9. Adjournment

*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.*

**MINUTES OF THE MEETING  
THE WOODSTOCK ACADEMY  
BOARD OF TRUSTEES  
BUILDING AND GROUNDS  
COMMITTEE  
March 11, 2019**



These minutes are for  
informational purposes only.

**PRESENT:** Beckwith, Martha; Bellerose, Jim; Blackmer, Robert; Johnston, Kevin; Kelly, Paul; Morse, David; Guillot, Bill; Sandford, Chris; Woodland, Julie  
**ABSENT WITH NOTIFICATION:** Musumeci, Joe

**1. Call to order**

The meeting was called to order by Chairman Blackmer at 6:32 p.m.

**2. Citizen's Participation – None.**

**3. Secretary's Report—Minutes of January 14, 2019**

**MOTION:** (Morse/Beckwith) To approve the minutes of January 14, 2019.  
Unanimous

**4. Replacement Tank Project Update**

Interim Associate Head of School for Finance and Operations Guillot reviewed the underground storage tank project with the group. Four bids were received, and meetings were held with the two lowest bidders. MTR & Installation (Tolland, CT) was selected with a bidding price of \$332,000. Work will begin as soon as possible after school ends in June. CME fees total \$8,500 to date; soil sample testing is estimated at around \$5,000. After brief discussion, one of the underground storage tanks last installed was determined to be fiberglass.

**5. Roof Project Update**

Interim Associate Head of School for Finance and Operations Guillot reviewed the roofing project with the group. Eagle Rivet Corp (Bloomfield, CT) was awarded the contract. Costs are expected to be \$110,000 (Academy) and \$190,000 (Bowen). He reported both the roofing and storage tank contractors will be on campus soon to plan equipment storage and work areas. Leaking is occurring on many other roofs.

**6. Facility Study / Audit**

Head of School Sandford said a walkthrough with Gary Giambattista, Jay Gerum, and Kevin Chrobak (of Juster Pope Frazier, the architectural firm selected) is planned for April break. He mentioned all school maps and plans are currently being scanned by Chase Graphics to allow greater ease of access and better historical preservation. Chairman Blackmer requested Mr. Chrobak submit materials one week before his presentation to the B&G Committee for review. Discussion included adding parking proposals along with projects and creating a wish list.

7. **Other** – None.

8. **Citizen's Participation** – None.

9. **Adjournment**

**MOTION:** (Beckwith/Morse) To adjourn the meeting at 6:57 p.m.

Unanimous

Respectfully submitted,

*Julie Woodland*

Julie Woodland

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.*