

Town of Sherman
Sherman Senior Center Building Committee
Special Meeting
Mallory Town Hall
March 23, 2026
7:00PM

Present: Karen Cardillo, Chairperson; Carol Sperling; Joel Bruzinski; Frank Barta; Nelson Fall; Bob Ostrosky; Laura Jagodzinski; Andrea Maloney; Jim Best

Absent: Joan Laucius, Vice Chairperson; Dave Seegers

Invited & Audience:

Clerk: Nicole Zegley

Call to Order: Karen Cardillo called the meeting to order at 7:06PM.

Review, Discuss and Vote on RFP for Architectural Services.

Bob Ostrosky requested a motion to approve the RFP that was submitted via e-mail to the committee.

Motioned By: Bob Ostrosky

Seconded By: Joel Bruzinski

Karen Cardillo explained that she and Laura Jagodzinski worked hard and completed the final proof. The attorney raised a concern about adding language to the RFP to cover a SEAP grant, if one was applied for.

Don Lowe added that there would most likely not be a SEAP grant.

Karen Cardillo continued to explain the other suggestions made by the town attorney. The other items were to include ancillary engineering, acoustic, technical and security. Joel Bruzinski agreed that it should be included because these items tend to be hard wired into the whole plan. Laura Jagodzinski also agreed.

Karen Cardillo explained that the attorney also brought up insurance (CIRMA). The RFP followed the guidelines from the schools RFP.

Andrea Maloney and Don Lowe both agreed that CIRMA needed to verify the RFP. Don Lowe will send it to CIRMA the following day.

Bob Ostrosky was concerned that time was limited. Karen Cardillo reassured that nothing was going out until April 1st.

Karen Cardillo continued by mentioning the language for the guaranteed maximum price. The agreement with the construction manager was not a GMP. GMP occurs after bids come in. The attorney was confident with the way it was written and didn't feel changes were needed.

Karen Cardillo added that the attorney wanted to make an addendum to the construction manager contract and tightened up the language.

Karen Cardillo moved to the next topic of the timeline. She explained that previously, once the referendum passed, the work began, and it would be three to five months before groundbreaking. The new RFP will follow the same guidelines with a 36 month total from the beginning of the project to the end.

Carol Sperling requested to discuss an item in the program. She mentioned recently seeing a shower plan in the program. After doing some research on other senior centers in Connecticut, she found out they don't have showers unless they're also an emergency shelter.

Laura Jagodzinski explained that through town forums, feedback from the community and lengthy discussions it was expressed about the value of having a shower, especially if the building has a kitchen. Also, if the space is to be used as a warming center or cooling center, as the current Senior Center is, then the community would have the ability to shower.

Carol Sperling also mentioned that she visited the Brookfield Senior Center in December and met with the director. They spoke about the coffee station and why Brookfield removed it from their facility. First, the cost was prohibitively expensive. Secondly, some seniors' hands shake and they spill the coffee, which then becomes a falling hazard and a maintenance issue. Brookfield now only serves coffee at lunchtime when guests are seated. The committee agreed that there was plenty of time to make a decision on this in the future.

Karen Cardillo asked if any committee members had any other questions or comments.

Jim Best commented that when the subcommittee group worked on the RFP, he thought they wrote that there was going to be an addendum for outside engineers of civil and landscape architecture. He did not see it in the RFP.

Karen Cardillo said the attorney addressed that it was not necessary to put it in the RFP, but could be a question that is asked during interviews.

Jim Best felt that having a line item in the bid covered the committee better if they needed a refund on a service not being provided.

Joel Bruzinski asked if there was any harm adding the addendum to the RFP.

Karen Cardillo replied that it wasn't harmful, but the attorney tried to get the RFP to match the contract.

Laura Jagodzinski explained that the way she understood it was that those items were part of design development and why couldn't the question simply be asked.

Jim Best explained that if there was a specific line item that, for example, comes in at \$10,000, but an in-house company can do the job for \$3,000, legally the architect would need to refund \$7,000. Without the line item, the architect can make up a number and the savings would not be as great.

Karen Cardillo will go back to the attorney and have those two line items added into the RFP (under alternative: civil engineering and landscape architecture).

Don Lowe clarified that the next step is sending everything to CIRMA.

Karen Cardillo will send a clean copy in the morning.

All in favor of using this RFP document package which includes the drawings and the contract and publishing on April 1st as per the instructions in the RFP.

All in Favor: Unanimous

Public Comment: None

Adjournment

Karen Cardillo adjourned the meeting at 7:36PM.

Minutes Respectfully Submitted by: Nicole Zegley