

TOWN OF SHERMAN
SCHOOL BUILDING COMMITTEE

MINUTES

REGULAR MONTHLY MEETING
MONDAY, JUNE 15, 2026
12:00 PM
VIA ZOOM

Presentation Link: <https://youtu.be/WVxjTTF8IMQ>

The school building committee (SBC) special meeting was called to order by Bob Gamper at 12:07 PM.

⇒ **PRESENT**

For the committee: Kerry Merkel (Chair), Bob Gamper (Vice Chair), Jim Best, Christian Dacunha, Tim Laughlin (BOE member), Matt Vogt (BOE Chair)

BOS & Treasurer: Andrea Maloney (Treasurer)

Sherman School: Jake Siciliano (Information Technology)

Antinozzi Associates: Michael LoSasso (Principal Architect)

CSG LLC: Samantha D'Agostino (Project Manager)

Newfield: John Flis (Project Executive), Benjamin Chasse (Assistant Project Manager)

⇒ **ADDITIONS & MODIFICATIONS TO THE AGENDA**

None at this time.

⇒ **PUBLIC COMMENT**

None at this time.

⇒ **APPROVAL OF MINUTES**

T. Laughlin advised the committee had the following meeting minutes to review/approve: May 18, 2026.

A. Maloney **made a motion** to approve the May 18, 2026 minutes.

Seconded by: B. Gamper

Vote For: All in favor

⇒ **APPROVAL OF CURRENT BILLS & CHANGE ORDERS**

⇒ Current Bill Summary

S. D'Agostino led the committee through the current bill summary. The first bill slated for approval is from the owner's project manager, Construction Solutions Group (CSG)

in the amount of \$3,257.70 for the Sherman School portion and \$22.30 for the Central Administration portion.

T. Laughlin **made a motion** to approve owner's project manager CSG invoices for project #009 for \$3,257.70 and \$22.30 totaling \$3,280.00.

Seconded by: C. Dacunha

Vote For: All in favor

Per T. Laughlin the second set of invoices for approval are from Antinozzi Associates. The first two invoices are for the Sherman School portion in the amounts of \$9,524.79 and \$22,387.57. The second two invoices for Antinozzi are for the Central Administration portion and are \$65.21 and \$153.28 respectively.

T. Laughlin **made a motion** to approve Antinozzi's invoices.

Seconded by: B. Gamper

Vote For: All in favor

Per T. Laughlin the third set of invoices is for Newfield Construction for pay application #10 in the amount of \$2,813,658.28.

T. Laughlin **made a motion** to approve that amount.

Seconded by: A. Maloney

Vote For: All in favor

The next invoices are for move management for monthly storage services in the amounts of \$841.48 and \$5.76.

T. Laughlin **made a motion** to approve an amount of \$841.48 for project #009 and \$5.76 for project #0010 for storage.

Seconded by: A. Maloney

Vote For: All in favor

The final invoices are for commissioning from Van Zelm engineering. The first invoice is for \$6,503.87 for the Sherman School portion and the second is invoice for the Central Administration portion is for \$44.53.

T. Laughlin **made a motion** to approve those amounts.

Seconded by: A. Maloney

Vote For: All in favor

⇒ [Current Change Order Summary](#)

The committee went line by line through each of the proposed change orders (PCOs) and associated amounts with respect to the owner's contingency. Explanation of each change order and the supporting rationale were discussed. C. Dacunha requested a summary with explanation be provided in advance of each meeting. T. Laughlin agreed and added that each change order goes through a three-step review due diligence process.

T. Laughlin **made a motion** to approve the PCOs listed on the CSG agenda for the building committee in a total amount not to exceed \$39,685.00.

Seconded by: J. Best

Vote For: All in favor

T. Laughlin then walked the committee through the two PCOs with respect to the construction management (CM) contingency.

[K. Merkel joined the meeting at 12:36 p.m.]

T. Laughlin **made a motion** to approve the CM contingency items listed on the CSG agenda on June 15 for the School Building Committee in an amount not to exceed \$19,301.00

Seconded by: A. Maloney

Vote For: All in favor

B. Chasse then explained to the committee the latest draft proposed change order which has to do with storefront window details (e.g., blocking) with M. LoSasso providing the architectural basis for the change.

T. Laughlin **made a motion** for an amount not to exceed \$3,798.00 for PR 46R be approved.

Seconded by: K. Merkel

Vote For: All in favor

NEW BUSINESS:

⇒ **CONSTRUCTION PROGRESS UPDATE (NEWFIELD)**

B. Chasse provided photos of construction progress being made on the west addition while walking committee members through the specifics (e.g., roofing, insulation, framing, masonry, etc.). He then addressed the renovation wings (e.g., sheathing, new windows, framing, acoustics, brick envelope work, etc.). He also provided construction progress updates and photos for areas of the interior (e.g., MEPs, drywall, etc.). J. Flis emphasized that the project is on track. He added that there will be an uptick of work on the site during the summer months and indicated they would update the committee and OAC on corresponding logistics implications. B. Gamper requested a walk-through for the committee. K. Merkel will schedule.

⇒ **ARCHITECTURAL PROGRESS UPDATE (ANTINOZZI)**

M. LoSasso provided an update on the furniture, fixtures and equipment (FF&E) package as well as the technology package. Plans and specifications were provided to local building officials at Town Hall for their review.

Per M. LoSasso they had originally anticipated two phases. They have decided to split the FF&E and technology packages into two phases – thus arriving at three total phases for the project – due to vendor pricing delays on the technology side created by macro-

economic factors. They are making adjustments to contain cost increases on the furniture side via state-based contracts for procurement where possible.

Per T. Laughlin there are four bid categories. The first is for art equipment for \$7,500.00. The second is for health-related (nurse's office) furniture for \$9,105.99. The third is for carpeting for pre-K and kindergarten spaces for \$5,560 and the last being specific furniture for the science classroom for a total of \$1,104.00. The remaining categories total \$23,269.99 going to bid with the remaining on the MHAC Connecticut state contract totaling \$958,036.01. The Board of Education (BOE) has reviewed and concurs. The committee needs to discuss and approve in order to continue with state reviews.

⇒ **DISCUSSION AND POSSIBLE ACTION TO APPROVE PLANS, SPECIFICATIONS, AND COSTS RELATED TO FF&E FOR THE SHERMAN SCHOOL RENOVATION PROJECT AND THE SHERMAN SCHOOL CENTRAL ADMINISTRATION PROJECT**

Per the discussion above, T. Laughlin **made a motion** that the School Building Committee approve volume one furniture, fixtures and equipment, FF&E plans dated June 10, 2026 which are architectural and engineering drawings that may contain operational specifics of security infrastructure and systems.

Seconded by: K. Merkel

Vote For: All in favor

T. Laughlin **made a motion** for the School Building Committee to approve volume one specifications and project manual, which are architectural and engineering specifications which may contain operational specifics of security infrastructure and systems.

Seconded by: K. Merkel

Vote For: All in favor

T. Laughlin next advised that CSG has been tracking the budget and are finalizing a 1049R submission to the state. He added that districts are now allowed to submit multiple 1049Rs, however, recommended submitting a single 1049R that reflects the new budget figures. The final total budget is now \$992,106.00, which is a difference of \$217,106.00 from the original budget.

Thus, after approving the PCOs during today's meeting and if approving the FF&E amounts, the owner's contingency balance would be \$8808,612.00. He confirmed with Newfield that at the end of the month they are approaching 50% billing. B. Chasse stated that the construction management contingency balance is \$826,000 per current projections.

T. Laughlin **made a motion** for the School Building Committee approve for phase two furniture, fixtures and equipment a total budget of \$992,106.00 for state project number 127-0009 Sherman School Renovation and 127-0010 Central Administration. For the Sherman School the eligible amount is \$963,263.56. The ineligible amount is \$10,800.00. For the Central Administration project, the eligible amount is \$18,042.44.

Seconded by: K. Merkel

Vote For: All in favor

⇒ **COMMITTEE COMMENTS**

K. Merkel advised she will go to Town Hall today to sign the 1049R where required and send reminders to any signatories that still need to sign. T. Laughlin requested that S. D'Agostino provide additional context and information including contingencies (owner's and construction) and allowance tracking in addition to the agendas and other documentation that are currently distributed to the committee members.

⇒ **FUTURE MEETINGS**

Monday, July 20, 2026 – Regular Meeting
TBD – Special Meeting if Required

ADJOURNMENT

T. Laughlin adjourned the meeting at 10:01 PM.

Respectfully submitted by Christine D. Aruza, clerk for the School Building Committee, on June 22, 2026.