TOWN OF SHERMAN

SCHOOL BUILDING COMMITTEE

MINUTES

REGULAR MONTHLY MEETING
MONDAY, July 20, 2026
12:00 PM
VIA ZOOM

Presentation Link: https://youtu.be/jSn1MPPci1A

The school building committee (SBC) meeting was called to order by Bob Gamper at 12:05 PM.

⇒ **PRESENT**

For the committee:	Bob Gamper (Vice Chair), Jim Best, Christian Dacunha, Tim Laughlin (BOE member)
BOS & Treasurer:	Don Lowe (First Selectman). Andrea Maloney (Treasurer)
Antinozzi Associates:	Michael LoSasso (Principal Architect)
CSG LLC:	Jim Guiliano (President), 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: June 15, 2026.

B. Gamper **made a motion** to approve the June 15, 2026 minutes.

Seconded by: D. Lowe

Vote For: All in favor

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

⇒ Current Bill Summary

S. D'Agostino provided the current bill summary to the committee last week. The first set of invoices is for Construction Solutions Group (CSG) for owner's project management services. The Sherman School portion of the project is $1,12.38. The Central Administration portion of the project is $7.62.

T. Laughlin **made a motion** to approve an amount not to exceed $1,112.38 for project #127-0009 and $7.62 for project #127-0010 for Construction Solutions Group for their July invoice.

Seconded by: A. Maloney

Vote For: All in favor

Per T. Laughlin the second set of invoices for approval is from Antinozzi Associates for architectural services. For project 127-0009 the amount is $63,768.73 and for project 127-0010 the amount is $436.60.

T. Laughlin **made a motion** to approve payment to Antinozzi Associates for project number -0009 in an amount not to exceed $63,768.73 and project -0010 not to exceed $436.60 for the July 20 bills.

Seconded by: J. Best

Vote For: All in favor

T. Laughlin said the third invoice is for Newfield Construction dated 6/30/26, which has been reviewed and certified by the architectural team and submitted to CSG for verification prior to processing.

T. Laughlin **made a motion** to approve an amount not to exceed $2,806,013.12 for construction related to project number -0009 for the July 20 bills.

Seconded by: A. Maloney

Vote For: All in favor

The next set of invoices is 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 not to exceed $841.48 for project number -009 and $5.76 for project number -0010 for move management services to Meyer Storage and Moving for the July 20th invoice summary.

Seconded by: A. Maloney

Vote For: All in favor

The final two invoices are for commissioning from Van Zelm engineering for services rendered.

T. Laughlin **made a motion** to approve an amount not to exceed $1,890.37 for project number -0009 and $12.94 for project number -0010 for Van Zelm engineers for commissioning services for the July 20 bill summary.

Seconded by: J. Best

Vote For: All in favor

The last sets of invoices are for materials testing and services from STL.

T. Laughlin **made a motion** to approve an amount not to exceed $9,789.41 for invoices for project number -0009 and an amount not to exceed $67.64 for project number 0010 for STL material testing as indicated on invoices summarized on the July 20th bill summary.

Seconded by: B. Gamper

Vote For: All in favor

⇒ Current Change Order Summary

B. Chasse walked the committee through the list of new proposed change orders (PCO) and indicated whether they drew from the construction management (CM) contingency or the owner's management contingency. He also pointed out any received credits. The committee then reviewed: the overall list of committed PCOs to date for the project; projected PCO expenditures; and CM contingency utilization to date.

T. Laughlin **made a motion** to approve an amount not to exceed $65,616.00 from the CM contingency for uses proposed and outlined on the 7/16 PCO summary document.

Seconded by: C. Dacunha

Vote For: All in favor

T. Laughlin requested that S. D'Agostino walk the committee through the owner's management contingency budget to date for both the Sherman School and Centralized Administration portions of the project.

T. Laughlin **made a motion** to approve an amount not to exceed $6,565.21 for items indicated as owner's contingency on the 7/16 open PCO log.

Seconded by: D. Lowe

Vote For: All in favor

NEW BUSINESS:

⇒ **CONSTRUCTION PROGRESS UPDATE (NEWFIELD)**

Prior to the full update, T. Laughlin requested that Newfield provide a summary on the status of the east wall and the construction change directive (CCD). B. Chasse gave a detailed update on various aspects of progress on the east elevation in addition to other project zones. J. Flis provided additional information on progress on the drainage and exterior grounds work performed as well as installation of the generator and abatement for phase two close to completion.

M. LoSasso circled back to the matter of the east wall, noting that the original goal was to keep as much in tact as possible. However, throughout the course of construction, concerns grew about keeping it stabilized. The decision was made to remove more of the veneer to eliminate the possibility of any safety hazard to the site itself. Local and state building officials were involved in the CCD decision-making process. This also resulted in better weather proofing for the grade 2-4 and 5-8 classroom walls. Exact costs will be discussed at the next monthly meeting but are estimated at $200,000.

⇒ **ARCHITECTURAL PROGRESS UPDATE (ANTINOZZI)**

M. LoSasso advised the committee that his team is working on the coordination between Phase 1 and Phase 2 of the project as Phase 1 draws to a close. He also added that they received approval for the furniture/fixtures/equipment (FF&E) package from the state and anticipate the technology package to be approved soon as part of the pre-bid conformance review (PCR).

⇒ **DISCUSSION OF NEXT STEPS RELATED TO 1049R SUBMISSION TO DAS**

Prior to the outset of discussion on this agenda item, J. Guiliano advised the committee that S. D'Agostino has accepted an offer to work at another firm and will leave CSG on July 31st. He will initially take over her project duties to ensure there is no interruption in service. T. Laughlin thanked her for her hard work on the project as did D. Lowe and A. Maloney on behalf of the town.

With respect to the 1049R submission process to the Department of Administrative Services (DAS) for Connecticut, T. Laughlin reiterated that there are three packages. The first package includes the renovation and construction work. The second is FF&E and the third is technology. The plan is to submit the 1049R upon receipt of PCR approval for all three packages.

The 1049R submission will reflect the new budget authorized by voters at the second referendum of an amount not to exceed $49,965,000 for the Sherman School and Central Administration projects. In the submission – the request for an additional 10% reimbursement on top of the statutory 30% – will be requested per educational specifications as Sherman coordinates with three area highs schools.

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

T. Laughlin advised that the Board of Education (BOE) met last Friday to approve the technology package.

T. Laughlin **made a motion** to approve the plans, specifications, project manual and budget for an amount not to exceed $565,546.00 for state project 127-0009 Sherman School Renovation and an amount not to exceed $721.55 for state project number 127-0010 Sherman School Central Administration.

Seconded by: A. Maloney

Vote For: All in favor

⇒ **COMMITTEE COMMENTS**

B. Gamper raised the matter of public relations stating some members of the community have asked if there will be articles in the newspaper regarding the project's status, key dates and so forth. He suggested perhaps an inclusion in D. Lowe's weekly column to which D. Lowe concurred. T. Laughlin suggested reaching out to the *Sherman Sentinel* to write an update piece as the *Town Tribune* is no longer in widespread print circulation. T. Laughlin also brought up the matter of the proposed site tour for the SBC, BOE and Sherman School administration stakeholders. Dates and times will be circulated for scheduling by Kerry Merkel.

⇒ **FUTURE MEETINGS**

Monday, August 17, 2026 – Regular Meeting
TBD – Special Meeting if Required

ADJOURNMENT

D. Lowe **made a motion** to adjourn the meeting.

Seconded by: D. Lowe

Vote For: All in favor

T. Laughlin adjourned the meeting at 12:58 PM.

Respectfully submitted by Christine D. Aruza, clerk for the School Building Committee, on July 27, 2026.