MINUTES OF THE TOWN OF CHESHIRE NEXT GENERATION SCHOOL BUILDING COMMITTEE MEETING HELD ON THURSDAY, MAY 28, 2026, AT 7:00 P.M., AT CHESHIRE TOWN HALL, 84 SOUTH MAIN ST., CHESHIRE, CT 06410

Committee Members Present: Rich Gusenburg, Chairman; Chris Daddi, Greg Rosenblatt, Sarah Stevens-Morling, Megan Rockwell, Denis Rioux, Jeff Solan, Chuck Neth

Committee Members Absent: Sean Kimball

Staff/Guests Present: Tecton Associates Justin Hopkins, Laurel Boroughf; O&G Associates Ryan Benoit, Dave Pariseault; Arcadis Associates Rich Sitnik, Zachary Machold, Chris Mitchell

The meeting was called to order by Chairman Gusenburg at 7:01 p.m.

1. **Call to Order/Roll Call**

   The Minutes Clerk performed the roll call, and a quorum was present.

2. **Pledge of Allegiance**

3. **Public Correspondence/Comments**

   There was an email from a Chapman School parent asking if there is a planned opening ceremony/ribbon cutting for the new schools. That has not been planned as of now and will most likely be coordinated with the school district.

4. **Approval of Meeting Minutes**

   Mr. Rioux made a motion to approve the minutes of April 23, 2026. Mr. Rosenblatt seconded the motion. The motion passed unanimously by those present.

   Mr. Rioux made a motion to approve the minutes from May 7, 2026. Mr. Rosenblatt seconded the motion. The motion passed with seven in favor and one abstention.

5. **Budget Review**

   Mr. Gusenburg noted that, as we near the end of the projects, he has asked Mr. Sitnik to monthly review the budgets and recommend consolidation of accounts. This will give the Committee an up-to-date view of the size of the contingency fund. Mr. Sitnik reviewed a list of transfers based on projections of the need in various accounts.

   Mr. Rioux made a motion "The NGSBC authorizes the transfer of $562,796.77 from the above encumbered balances and from Bid Savings to the Owner's Contingency for the Barnum School". Mr. Daddi seconded the motion. The motion passed unanimously by those present.

Mr. Rioux made a motion "The NGSBC authorizes the transfer of $554,094.91 from the above encumbered balances and from Bid Savings to the Owner's Contingency for the Norton School". Mr. Daddi seconded the motion. The motion passed unanimously by those present.

Mr. Sitnik reported the Owner's Contingency is approximately $11.4 million plus an additional $1.6 million in GMP contingency for the Barnum School. He noted the Owner's Contingency is approximately $4.6 million plus an additional $1.5 million in GMP contingency for the Norton School.

6. CM @ Risk

Mr. Gusenburg noted that there were concerns that the Barnum project was running past the expected completion dates. He noted that Chris Mitchell from Arcadis had raised concerns at a recent meeting. Based on this input O&G was asked to develop a "Recovery Plan" to assure completion of the building in a timely fashion. Mr. Benoit reported reviewed a revised schedule that showed current completion dates, and said efforts are being made to make those dates happen sooner. Mr. Benoit said buildings D, C, and A would be completed by July 16. Building B will be completed July 30 due to the issue with power and the humidity associated with the gym floor. He said Eversource is setting the transformer on Monday after this meeting and energizing the building on Tuesday.

Mr. Pariseault showed line-item information for the Barnum School. Mr. Benoit said final cleaning will be done and rooms will be available in area D on June 21 for move in of items. C building around July 1. Some signage will still need to be done but temporary signage will be put up. Other areas may also become available before the current noted completion date. Chairman Gusenburg asked if the millwork was completed. He was told about 98%. Mr. Rioux asked Mr. Hopkins if the architects are ok with the timeline and punch lists. Mr. Hopkins said yes. Mr. Neth asked why the ceilings aren't finished. He was told because of the power issue. He also asked if work was being performed five days a week. Mr. Benoit said it's six days a week. Dr. Solan asked about the difference between a TCO and a CO. Mr. Benoit said they are the same as far as occupancy, just that the TCO is temporary, but the building can still be occupied. His intention is to have the CO before school starts. Dr. Solan also asked when teachers and students could be in the building. Mr. Benoit said he expects administrators in the building three weeks before the start of school, with the teachers coming the next week and the students the week after. Because of the date of arrival for the network switches of July 17, the earliest date for a TCO is August 1st. Mr. Benoit said he is confident, as long as the network switches come by July 17 or sooner, he will have a TCO by the first week of August and the school will open on time. In 17 years and 12 projects, he has never not had a school open on time.

Mr. Mitchell asked Mr. Benoit about how many crews were working at a time. He was told some are doubling up when possible. He also asked if there should be a Change Order for Time, due to the contractual date for the completion may not be met? Mr. Benoit said he is still trying for the July 16 completion date, although some activities may happen beyond that date. Mr. Mitchell said at the moment, both the substantial completion date and the total completion date are projected later than the contracted dates. If that happens, there will be a violation of the contract. Mr. Rioux suggested maybe an extension of those dates. Mr. Daddi asked what has changed to not meet the completion date when at every meeting the question was asked and was answered that the project was on schedule. Mr. Benoit said the Phase One contractor for power has had problems throughout the project. And there has been some bad information from the subcontractors. Mr. Neth asked if there will be extra costs associated with not being on time. He was told no; there would be no impact on the GMP. Mr. Pariseault then showed picture slides of the progress that has been made.

For the Norton building, Mr. Benoit reported that the building got power on May 15 and that the substantial completion date of July 16 is on schedule. The only items that might push past that date are the decorative murals and the network switches. Chaiman Gusenburg said the building looks very good. There was discussion of a list of items from the existing Norton School, like people buying bricks and salvaging the existing plaques. Dr. Solan stated that the town has an extensive list.

7. Items

Storage Facility-Mr. Masciana has done research on storage facilities. A 30x40 steel facility would be approximately $124,000 and a smaller "Kloter Farms" style facility would be approximately $67,000. It was stated that the larger size is ambitious. Dr. Solan said that of those two buildings, one is probably too large and the other too small. He also said aesthetics is very important and should fit with each school and site. Committee members agreed much more needs to be known about where the building would be and the size. Also, more should be researched about budget and needs. Chairman Gusenburg said the funds are available but that more is needed about design. Mr. Rioux asked if these buildings would affect the square footage and Mr. Hopkins said it would not modify the site plan. Mr. Hopkins also said he would contact P&Z to clarify this issue. Mr. Daddi said he likes the concept and the users will benefit, but more context is needed. Also, that the Committee has been frugal so far. Mr. Neth doesn't like the idea of a top dollar amount to shop with; he would like to see a plan. Ms. Stevens-Morling said more questions need to be asked. Mr. Rioux asked if Tecton would do a conceptual study and Mr. Hopkins said he would get more details and engage consultants.

Photo Shoot Area-Discussed next was photo shoot possible areas at each school for special occasions. Mr. Daddi said the idea is for an area outside at the schools that isn't just against a plain wall, something that shows what school you are at and looks good. Mr. Hopkins showed a sign and three potential areas at each school. Mr. Daddi loved the signs and concept. Chairman Gusenburg asked if the Committee would like to move forward with this idea. All agreed yes. Mr. Hopkins said they would find an area that is accessible and safe.

School Plaques-The tabled item of the plaques to be installed inside the entrances to each school and what names would be on the plaques was brought up again by Chairman Gusenburg. He asked the Committee if anyone would like to take the item from the table to be discussed. No one did so, he said he would continue to put the item on the future agendas.

8. Architects

Mr. Hopkins gave the construction administration summaries for each school. He noted Bulletins, PCO's, RFI's and meetings attended. Mr. Hopkins also said the town, district and this Committee should be proud of the work they've done as the projects have been lauded by their peers around the State of CT. Also noted was the O&G Builds program, which has been lauded as far as the Governor's Office.

9. Owner's Rep

Invoice approvals:

Invoice 204746 was presented for Total Communications for $7,237.58 for Technology Equipment for the New North End School. Mr. Rioux made a motion to approve the invoice. Mr. Daddi seconded the motion. The motion passed unanimously by those present.

Invoice 49011 was presented for Tecton Architects for $50,150.00 Architectural Services for the New North End School. Mr. Rioux made a motion to approve the invoice. Mr. Daddi seconded the motion. The motion passed unanimously by those present.

Invoice 36125049 was presented for Arcadis for $34,508.94 for Owner Rep Services for the New North End School. Mr. Rioux made a motion to approve the invoice. Mr. Daddi seconded the motion. The motion passed unanimously by those present.

Invoice 21 was presented for O&G for $2,203,534.82 for Construction Manager Services for the New North End School. Mr. Rioux made a motion to approve the invoice. Mr. Daddi seconded the motion. The motion passed unanimously by those present.

Invoice 7050-A was presented for IMTL Inc for $10,840.00 for Window Testing for the New North End School. Mr. Rioux made a motion to approve the invoice. Mr. Daddi seconded the motion. The motion passed unanimously by those present.

Invoice 3294 was presented for APEX Technology Group for $76,744.80 for Technology Equipment for the New North End School. Mr. Rioux made a motion to approve the invoice. Mr. Daddi seconded the motion. The motion passed unanimously by those present.

Invoice 204748 was presented for Total Communications for $6,372.48 Technology Equipment for the New Norton School. Mr. Daddi made a motion to approve the invoice. Mr. Rioux seconded the motion. The motion passed unanimously by those present.

Invoice 13323 was presented for Test Con Inc for $10,407.00 for Material Testing Services for the New Norton School. Mr. Daddi made a motion to approve the invoice. Mr. Rioux seconded the motion. The motion passed unanimously by those present.

Invoice 49012 was presented for Tecton Architects for $43,397.00 Architectural Services for the New Norton School. Mr. Daddi made a motion to approve the invoice. Mr. Rioux seconded the motion. The motion passed unanimously by those present.

Invoice 36125050 was presented for Arcadis for $31,262.72 for Owner Rep Services for the New Norton School. Mr. Daddi made a motion to approve the invoice. Mr. Rioux seconded the motion. The motion passed unanimously by those present.

Invoice 21 was presented for O&G for $1,929,945.08 for Construction Manager Services for the New Norton School. Mr. Daddi made a motion to approve the invoice. Mr. Rioux seconded the motion. The motion passed unanimously by those present.

Invoice 3296 was presented for APEX Technology Group for $76,744.80 for Technology Equipment for the New Norton School. Mr. Daddi made a motion to approve the invoice. Mr. Rioux seconded the motion. The motion passed unanimously by those present.

Invoice 7051-A was presented for IMTL Inc for $10,840.00 for Window Testing for the New Norton School. Mr. Daddi made a motion to approve the invoice. Mr. Rioux seconded the motion. The motion passed unanimously by those present.

Actions on Change Orders:

PCO-047R1 A motion was made by Mr. Rioux to approve PCO-047R1 for a credit of ($1,619.00) labor and materials within the media center for the New North End School. Mr. Neth seconded the motion. The motion passed unanimously by those present.

PCO-057R1 A motion was made by Mr. Rioux to approve PCO-057R1 for a total of $3,829.00, which will be deducted from CM Contingency, for framing and water shield for the underside of the catwalk between buildings C&D for the New North End School Mr. Neth seconded the motion. The motion passed unanimously by those present.

PCO-060 A motion was made by Mr. Rioux to approve PCO-060 for $820.00 for the work related to the change in location for a fire pull station in the main lobby for the New North End School. Mr. Neth seconded the motion. Mr. Rioux noted that there was a different way to make this happen and the committee should know their options. Mr. Daddi said it meets code. The motion passed unanimously by those present.

PCO-064 A motion was made by Mr. Rioux to approve PCO-064 for $5,765.00 for the labor and materials to add an exterior roof access ladder at the New North End School. Mr. Neth seconded the motion. It was noted that this same ladder cost $15,000 at Norton School. That was a pre-fab ladder that was an unauthorized purchase and an honest mistake. The motion passed with six in favor and one opposed by those present.

PCO-015R4 A motion was made by Mr. Rioux to approve PCO-015R4 for a credit of ($658.00) for time and materials as a result of the modifications to the Sanitary Sewer Manhole at the New Norton School. Mr. Neth seconded the motion. The motion passed unanimously by those present.

PCO-029R3 A motion was made by Mr. Rioux to approve PCO-029R3 for a credit of ($6,084.00) for labor, materials and equipment for the classroom millwork finish plumbing for the New Norton School. Mr. Neth seconded the motion. The motion passed unanimously by those present.

PCO-059 A motion was made by Mr. Rioux to approve PCO-059 for a total of $3,967.00 for materials, labor and equipment associated with adding a section of custom wall graphics to the De-Escalation room at the New Norton School. Mr. Neth seconded the motion. Mr. Neth asked if this is necessary. Dr. Solan said this is soothing for that room and the wall protection makes sense. Ms. Boroughf said it is durable and the quickest way using this vendor. The motion passed unanimously by those present.

PCO-060 A motion was made by Mr. Neth to approve PCO-060 for $13,978.00 for the labor, materials and equipment to extend the concrete pad and pull electrical feeders/conduit from the building mechanical room to the trash compactor hydraulic unit adjacent to the building for the New Norton School. Ms. Stevens-Morling seconded the motion. Ms. Stevens-Morling asked if this work is reimbursable. She was told yes. Mr. Daddi then said it's really only half the cost, which is good, but he would like someone else to pay for it. The motion passed with four in favor and three opposed by those present.

Purchase Order Increases:

"The NGSBC Approves the listed Purchase Order increase for the New North End School in the amount of $36,480.62. The NGSBC also approves the transfer of $36,480.62 from the Technology Budget Line". Ms. Stevens-Morling made a motion of the above and Dr. Solan seconded the motion. The motion passed unanimously by those present.

"The NGSBC Approves the listed Purchase Order increase for the New Norton School in the amount of $27,020.78. The NGSBC also approves the transfer of $27,020.78 from the Owners Contingency". Dr. Solan made a motion of the above and Ms. Stevens-Morling seconded the motion. The motion passed unanimously by those present.

Purchase Order Requests:

"The NGSBC Approves the listed Purchase Order Requests for FF&E for the New North End School in the amount of $34,249.26. The NGSBC also approves the transfer of $34,249.26 from the Technology Budget Line". Mr. Rosenblatt made a motion of the above and Ms. Stevens-Morling seconded the motion. The motion passed unanimously by those present.

“The NGSBC Approves the listed Purchase Order Request for FF&E for the New Norton School in the amount of $33,624.61. The NGSBC also approves the transfer of $33,624.61 from the Owners Contingency”. Mr. Rosenblatt made a motion of the above and Ms. Stevens-Morling seconded the motion. The motion passed unanimously by those present.

Dr Solan told the Committee that there is a request by the teachers for 2,500 book bins to be purchased and described the need for these items. Dr. Solan made a motion “To approve $4,500.00 for book bins for the New Norton School to be funded from the Owners Contingency”. Ms. Stevens-Morling seconded the motion. The motion passed unanimously by those present.

Dr. Solan made a motion “To approve $4,500.00 for book bins for the New North End School to be funded from Owners Contingency”. Ms. Stevens-Morling seconded the motion. The motion passed unanimously by those present.

Chairman Gusenburg said there are two additional requests from Mr. Masciana’s list; one for $5,000 for misc. office and classroom supplies and one for $30,000 for janitorial supplies. Mr. Rioux thinks some of these items could already be at the existing schools. No motions were made as more details have been requested by the Committee.

10. Adjourn

Chaiman Gusenburg told the Committee that there could be an online meeting on June 11th.

Mr. Rioux made a motion to adjourn. Mr. Neth seconded the motion. The motion passed unanimously by those present.

The meeting was adjourned at 10:17.

Attest:

Ron Dellostritto, Minutes Clerk