



**SCHOOL CAPITAL PROJECT COMMITTEE  
WATERTOWN, CT  
SPECIAL MEETING  
WEDNESDAY, MARCH 25, 2026  
MINUTES**

Town Hall  
2<sup>nd</sup> floor Conference Room  
61 Echo Lake Road, Watertown, CT 06795

1. Call Meeting to Order.  
Chairman Robert Porter called the meeting to order at 7:00 p.m.

2. Pledge of Allegiance.  
Chairman Robert Porter led the pledge of allegiance.

3. Roll Call  
Robert Porter, Chairman  
Anthony Ciriello  
Jeffrey Desmarais  
Jim Lehner  
Brian Mays  
Thomas Walsh (phone)  
Vacant  
  
Luigi Velardi, BOE Facilities  
Donna Ford, Purchasing Agent

Absent: Mark Guerrera, Jeffrey Franson, Lisa Fekete, Mary Ann Rosa

Others Present:

4. Minutes.

a. Regular Meeting – February 18, 2026

Motion: Anthony Ciriello seconded by Jim Lehner to accept the February 18, 2026 meeting minutes as presented.

Aye: 5 Porter, Ciriello, Lehner, Mays, Walsh

Nay: 0

Abstain: 1 Desmarais

Motion passed

5. New Business

a. Discussion and possible action on project invoices to be authorized.

	Vendor	Invoice Number	Dates	Amount Due
1.	The Imperial Company Restoration Contractor, Inc.	Application #17	9/30/2025	\$104,929.16
2.	The Imperial Company Restoration Contractor, Inc.	Application #18	10/31/2025	\$9,405.00
3.	Colliers Project Leaders	Invoice #0001151522	2/28/2026	\$5,562.70
4.	PM Resources, LLC	Invoice #803	3/1/2026	\$2,272.35

1.

Motion: Jeffrey Desmarais seconded by Brian Mays to pay Imperial Company Restoration Contractor, Application #17 dated 9/30/2025 in the amount of \$104,929.16

Chairman Robert Porter stated it is signed out by the architect.

Motion passed unanimously

2.

Motion: Jeffrey Desmarais seconded by Brian Mays to pay Imperial Company, Application #18 dated 10/31/2025 in the amount of \$9,405.00

Anthony Ciriello commented based on my observation this would be the final invoice for all work completed minus the retainage. There is a 35-cent discrepancy on line item 48, change order 16. I just wanted to make a note of it.

Luigi Velardi stated the last thing they had was ceiling tiles, we got a load of them last week and the last load is coming tomorrow. As soon as I get that and it's in hand, I will call Mr. LeFleur and get that last quote down.

Chairman Robert Porter stated Luigi made an agreement with them on the paving that was damaged there is going to a credit for that.

Luigi Velardi answered correct

Chairman Robert Porter stated and I did speak to Tom and he said that should be it.

Anthony Ciriello stated I just wanted to make one other observation or note there is little over \$217,000 in retainage and when you look at the accounts to completion its over \$213,000 that is the negative change order we had, to check the math so the final invoice should be the retainage release appears to be sort of accurate.

Motion passed unanimously

3.

Motion: Jeffrey Desmarais seconded by Jim Lehner to pay Colliers Project Leaders, Invoice #0001151522 dated 2/28/2026 in the amount of \$5,562.70.

Discussion: none.

Motion passed unanimously

4.

Motion: Jeffrey Desmarais seconded by Brian Mays to pay PM Resources, LLC, Invoice #803 dated 03/01/2026 in the amount of \$2,272.35.

Discussion: none.

Motion passed unanimously

6. Discussion and possible action on approving Tucker Mechanicals bid of \$1,398,845.00 for the John Trumbull Primary School HVAC Project.

Chairman Robert Porter stated Donna has all the documents, the contracts they were reviewed, the wage information is in there, the contract to be signed by Mark is there. He is worried about the possibility of the refrigerant changing and wants to get the project moving.

Anthony Ciriello asked there was multiple bids, right?

Chairman Robert Porter stated they were the low bid.

Luigi Velardi noted I have the bids right here.

Chairman Robert Porter stated they accepted the low bid and they are a good company.

Anthony Ciriello asked the architects estimate was 1.8 million, all in the all the bids are between 1.4 and 1.9 hover around 1.8.

Chairman Robert Porter stated they have a good reputation, I did some background checks.

Luigi Velardi added I believe I met the Project Manager and he is from Watertown. I believe his name is Mark from Tucker Mechanical. I discussed it with Scott and Mr. Porter a little bit if we could while we have this grant open until December, as this project goes on maybe we put the roof tops in there. All of the design is already done by Scott Finch it would be a matter of getting that in before the December 24<sup>th</sup> barring any change orders that are going to hurt us

Motion: Jeffrey Desmarais seconded by Jim Lehner to approve the bid for Tucker Mechanicals bid of \$1,398,845.00 for the John Trumbull Primary School HVAC Project.

Motion passed unanimously

7. Old Business – none.

8. Adjournment

Motion: Jeffrey Desmarais seconded by Brian Mays to adjourn meeting at 7:15 p.m.

Motion passed unanimously

Respectfully submitted

---

Robert Porter, Chairman  
Watertown Public Buildings Committee