



**SCHOOL CAPITAL PROJECT COMMITTEE
WATERTOWN, CT
SPECIAL MEETING
WEDNESDAY, MAY 27, 2026
MINUTES**

**WATERTOWN TOWN HALL
TOWN COUNCIL
CHAMBERS
7:00 P.M.
61 ECHO LAKE RD.
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
Jeffrey Franson
Tadd Johnson
Thomas Walsh (phone)

Luigi Velardi, BOE Facilities

Absent: Mark Guerrero, Jim Lehner, Brian Mays, Lisa Fekete, Mary Ann Rosa, Donna Ford

4. Minutes.

a. Special Meeting – March 25, 2026

Motion: Jeffrey Desmarais seconded by Anthony Ciriello to accept the March 25, 2026 meeting minutes as presented.

Aye: 5 Porter, Ciriello, Desmarais, Johnson, Walsh

Nay : 0

Abstain : 1 Franson

Motion passes

5. New Business

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

	Vendor	Invoice Number	Dates	Amount Due
1.	Colliers Project Leaders	0001162207	03/31/2026	\$1,804.40
2.	The Imperial Company Restoration Contractor, Inc.	Application #19	02/13/2026	\$24,176.67
3.	The Imperial Company Restoration Contractor, Inc.	Application #20	02/28/2026	\$220,034.85
4.	Colliers Project Leaders	0001172399	04/30/2026	\$1,498.65

1.

Jeffrey Fransoon stated with this payment it shows there is support for construction?

Chairman Bob Porter answered it discussed what is going to be done and when it is going to be done.

Luigi Velardi added work schedule and time lines.

Chairman Robert Porter stated it is going to start June 16th.

Motion: Jeffrey Franson seconded by Jeffrey Desmarais to pay Colliers Project Leaders, Invoice #0001162207 in the amount of \$1,804.40.

Motion passed unanimously

2.

Chairman Robert Porter stated it is signed by the architect.

Anthony Ciriello stated I want to note on the record that this contactor does them for changes orders and there are plus and minus with the change order with credits and it is signed off by the architect.

Motion: Jeffrey Desmarais seconded by Anthony Ciriello to pay Imperial Company Restoration Contractor, Inc., Application #19 dated 2/13/2026 in the amount of \$24,176.67.

Motion passed unanimously

3.

Jeffrey Franson stated the only question I have for this invoice is under number 7 you have discussion and possible action on a change order. They have already embedded that into Application #20. I would like to discuss #7 before we approve application #20. The question what is \$14,093, is that because the project ran late which isn't our issue?

Luigi Velardi added the project ran a little late, from my understanding the change order increased the value of the project from 4.1 to 4.3, so their bonding had to increase.

Jeffrey Franson stated also the bonding is an element of dollars at times. I just want ensure that it is not timed, because the time element is on them not us.

Anthony Ciriello stated I am comfortable with moving on items and discussing that and to come back.

Motion: Jeffrey Franson seconded by Anthony Ciriello to table item 3.

Discussion: none.

Motion passed unanimously

Tabled until after discussion with line item #7

Motion: Jeffrey Desmarais seconded by Anthony Ciriello to pay Imperial Company, Application #20 dated 2/28/2026 in the amount of \$220,034.85.

Anthony Ciriello stated this is the last meeting with the history cleared and this includes all their retainage. The final payment of the original contract. This one includes 218 and change for retainage I wanted to make a note that we are at the point where the retainage is on the project.

Motion passed unanimously

Jeffrey Franson asked do you have what the actual is vs what we budgeted?

Luigi Velardi answered I do, we are under, I can give the numbers for the next meeting or send out an email, I have them in my office.

4.

Motion: Jeff Franson seconded by Jeffrey Desmarais to approve Colliers Project Leaders, Invoice #0001172399 in the amount of \$1,498.65.

Discussion: none.

Motion passed unanimously

6. Update from ICDS regarding John Trumbull Primary School HVAC Project.

Chairman Robert Porter stated it is in the packet. Any questions from the items they listed?

Anthony Ciriello stated #4 on Scott's list, anticipated issues, there are improvements to location of outdoor units?

Luigi Velardi answered they came in and walked the school and found a solution to better our efficiency of the unit. Everything got approved except for the dampers I believe they are working on that. I spoke to him on Friday and he is going to work with Scott on a few minor details to wrap that up. They are ready, they have 80% of the equipment at their shop. They are going to start two to three weeks before school starts and they will come in at night and off hours.

Anthony Ciriello asked do you know if there is any sign off on the relocation of the units?

Luigi Velardi answered I do not think so yet, it has got to be submitted.

7. Discussion and possible action on approving Change Order regarding Consent of Surety to final payment increase in the amount of \$1,493.00.

Jeffrey Franson stated there is some handwriting I can't read, there is a contract bond, I am looking for clarification. From my experiences bonds that I have been responsible for have a dollar and time element to it, it shows the old rate and the new rate.

Jeffrey Desmarais stated it is whether or not a time delay was their issue.

Chairman Robert Porter answered they are saying it's a change order that increased the bond amount.

Luigi Velardi added the discussion I had with Roger and Tom, it is correct, that is for the increase for the bond.

Motion: Jeffrey Desmarais seconded by Anthony Ciriello to accept Change Order in the Amount of \$1,493.00.

Motion passed unanimously

8. Old Business- none.

9. Adjournment

Motion: Jeffrey Franson seconded by Jeffrey Desmarais to adjourn meeting at 7:18 p.m.

Motion passed unanimously

Respectfully submitted

Robert Porter, Chairman
Watertown Public Buildings Committee