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TOWN OF SUFFIELD

**MEETING MINUTES
PERMANENT BUILDING COMMISSION
REGULAR MEETING
April 16, 2026
6:00 p.m.**

**Locations: Town Hall
83 Mountain Road
Suffield, CT**

Meeting Name: Permanent Building Commission

By: Kristen Lambert - Recording Secretary

Type of Meeting: Regular Meeting

Permanent Building Commission Members Present

Kevin Goff – Chairman (Via Zoom), Glenn Neilson - Vice Chairman, Joe Sangiovanni, Cathie Ellithorpe (6:09 p.m. arrival), Henry Miga (6:10 p.m. arrival) and Billy Gozzo

Permanent Building Commission Members Absent

Brian Baril and Marty Page

Also Present

Lee Corbert – Director of Public Works, Larry Plano – Director of Facilities, Jeff Wyszynski – Principal, Tecton and Brad Belcher – ACCE Chairman

Vice-Chairman Neilson called the meeting to order at 6:00 p.m. and asked all to join him in the Pledge of Allegiance.

Public Comment

None

Approval of the Minutes of the Regular Meeting held on Thursday, March 19, 2026

Tabled.

Approval of the Minutes of the Joint Special Meeting of the PBC and Fire Commission held on Thursday, March 26, 2026

Commissioner Sangiovanni MOTIONED and Chairman Goff seconded to approve the Minutes of the Joint Special Meeting of the PBC and Fire Commission held on Thursday, March 26, 2026. Vote: 4-0 in favor. Motion passed unanimously.

Public Works Update – Lee Corbert

Bruce Park Bridge - The pedestrian bridge has passed its load rating for five-ton vehicular capacity. To attract a wider range of bids, the mid-May RFP will include two decking options: IP hardwood and fiber-reinforced polymer. Ongoing design work focuses on railings for vehicle impact and required structural reinforcements.

Town Hall HVAC Controls - The town building is experiencing significant cooling failures, requiring Director Lee Corbert to restart the system three times just to maintain a comfortable temperature for the meeting. Despite repeated contact attempts, the contractor has not responded, and engineers from CES currently lack a permanent solution

Library Atrium and Patio Landscape: The pavers and laying patterns for the project have been finalized following a meeting with the library director and contractor. Construction is scheduled to start between April 20 and April 27, with a three-week timeline for completion. Both the start and finish dates remain weather-dependent.

School Facilities – Larry Plano

Spaulding School Projects - Contracts with Silver Petrucelli have been received for both the brick repointing/lintel repair and the bathroom renovations. A kickoff meeting with the firm has been scheduled. Once the purchase orders and contracts are signed, the project is expected to be out to bid within approximately 30 days. Funding for this work is already in place through bonding. The bathroom project is a comprehensive gut and remodel that includes replacing low-level heating units and ensuring full ADA accessibility. Additionally, Silver Petrucelli is assisting the town with the replacement of exterior doors, a task not originally listed on the primary project agenda.

Slope Roof Project and Solar PV Funding - The town has submitted the project to the state and expects a response during the week of April 20th or 21st. There is a significant concern that the solar PV portion will be rejected because the original town meeting resolution only mentioned the "roof project" and did not explicitly name "solar PV," which the state now requires for separate funding. The town has sent a letter to the state requesting leeway or an extension rather than a flat rejection. If the state does not grant this, the town is prepared to amend the original motion during the May 6th budget meeting to meet the state's specific language requirements.

Suffield High School Carrier HVAC Project - This project remains on target following a recent meeting with Carrier representatives. The technical sequence involves draining the system the week before school ends, followed by the arrival of cranes during the first week of summer vacation. A "pick plan" for the cranes is being finalized to ensure a smooth installation. The new units are already on-site, and a project timeline has been established with no major issues currently anticipated.

Commissioning Options – The commission discussed a comprehensive “full” commissioning package from Salus O’Brien for the high school’s \$3.3 million HVAC project to ensure all components—including energy wheels, motors, and air intake systems—function as designed and operate cohesively from rooftop units to below-deck infrastructure. This initiative aims to address the building’s 24-year history of mechanical issues, such as gym air pressure imbalances and improperly wired VAV boxes that previously caused equipment damage, largely attributed to the facility never being fully commissioned after construction.

Commissioner Miga MOTIONED and Commissioner Ellithorpe seconded to accept the full commissioning package from Salus O’Brien as presented. Vote: 6-0 in favor. Motion passed unanimously.

VCT flooring Project- The VCT flooring project at Suffield High School has already seen significant progress, with five rooms completed earlier in the week and three more scheduled for the following day, totaling eight rooms scheduled for completion. The newer tiles are slightly larger than the previous ones, which made replicating the original pattern difficult. Instead, the commission selected a light gray base with a random pattern of black and blue. To break up the visual look of the rooms, the contractor is utilizing nine different random patterns. To mitigate ongoing moisture issues, the installation uses a 100% RH adhesive that is allowed to cure before the tiles are applied dry.

Colliers Pre-Referendum Planning Updates –

Colliers was not in attendance. Jeff Wyszynski from Tecton presented on the Middle School Renovation Plans by walking the commission through a presentation of renovation plans for the middle school. Mr. Wyszynski presented a phased renovation approach that would maintain nearly the same square footage as the current building while improving shared spaces and addressing traffic flow issues. The plan includes renovating existing classrooms, adding new shared spaces like a cafeteria and media center, and potentially incorporating central office and specialized education spaces. Kevin raised questions about future expansion possibilities and whether the plan allows for growth, to which Jeff responded that while limited expansion is possible, adding a floor over existing classrooms is not recommended due to structural constraints. The group agreed to review the educational specifications document to ensure it meets long-term needs,

Executive Session

Vice Chairman Neilson MOTIONED and Commissioner Gozzo seconded to enter Executive Session at 6:45 p.m. to discuss future school building pursuant to CGS 1-200(6)(D) and invited Brad Belcher – ACCE Chairman and Jeff Wyszynski from Tecton to join. Vote: 6-0 in favor. Motion passed unanimously.

Executive session ended at 7:29 p.m.

Public Comment

None.

Next Meeting

A Special Meeting of the Permanent Building Commission will be held on May 7, 2026.

The next Regular meeting of the Permanent Building Commission will be held on May 21, 2026.

Commissioner Miga MOTIONED and Commissioner Gozzo seconded, to adjourn the meeting at 7:30 p.m. Motion passed unanimously.

Respectfully submitted,

Kristen Lambert

Recording Secretary