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By Erica Boucher at 12:35 pm, May 28, 2026



TOWN OF SUFFIELD

**MEETING MINUTES
PERMANENT BUILDING COMMISSION & BOARD OF EDUCATION
JOINT SPECIAL MEETING
May 21, 2026
6:00 p.m.**

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

Meeting Name: Permanent Building Commission & Board of Education Joint Meeting

By: Kristen Lambert - Recording Secretary

Type of Meeting: Special Meeting

Permanent Building Commission Members Present

Kevin Goff – Chairman, Glenn Neilson - Vice Chairman, Joe Sangiovanni, Henry Miga, Marty Page, Billy Gozzo and Brian Baril (Via Zoom)

Permanent Building Commission Members Absent

Cathie Ellithorpe

Board of Education Members Present

Maureen Sattan – Chairman, Debra Dudack – Vice Chairman, James Mol (Via Zoom), Melissa Finnigan, Dustin Rose and Gregory Sparzo

Board of Education Members Absent

Gianna Rossi, Brian Fry and Samuel Toskin

Also Present

Matt Dunbar - Superintendent, Eric Remington – Business Manager, Larry Plano – Director of Facilities, Jeff Wyszynski – Tecton and Scott Pellman - Colliers

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

Allegiance. He acknowledged Memorial Day weekend by recognizing Gold Star families in the community and across the nation.

Chairman Goff noted the importance of the evening's discussion and emphasized that the purpose of the meeting was to gather feedback, impressions, and insights regarding the ongoing middle school planning process.

Members of the Board of Education, Permanent Building Commission, school administration, project consultants, and facilities staff introduced themselves. Attendees included representatives from Colliers Project Leaders, Tecton Architects, school administration, and facilities management.

Public Comment

None

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

Vice Chairman Neilson MOTIONED and Chairman Sangiovanni seconded to approve the Minutes of the Regular Meeting of the Permanent Building Commission held on Thursday, March 19, 2026. Motion passed unanimously.

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

Commissioner Miga MOTIONED and Commissioner Page seconded to approve the Minutes of the Joint Special Meeting of the PBC and Fire Commission held on Thursday, March 26, 2026. Motion passed unanimously.

School Facilities Projects – Larry Plano

Larry Plano then provided a detailed update on ongoing school facilities projects throughout the district. He reported that flooring replacement work at Spaulding School was progressing successfully and that work completed in the high school's 400 wing during spring break had been well received. Flooring products had already been ordered for upcoming summer work, and schedules had been coordinated to complete projects around summer programming. Mr. Plano explained that the same contractor who successfully completed prior flooring projects would also complete additional work at Spaulding this summer. Discussion included positive feedback regarding the durability and maintenance advantages of the new flooring systems.

Mr. Plano continued with updates regarding major Spaulding School projects, including bathroom renovations, brick repointing, and door replacement work. Architects recently completed additional fieldwork and preparations to move the projects out to bid in early June. He noted that the goal for this summer is to complete at least one set of staff bathrooms, while student bathroom renovations are expected to begin next summer. Brick repointing and door replacement work will begin this summer and may continue into the school year if necessary. Questions were raised regarding contractor access while

students are present in the building, and Mr. Plano explained the district's contractor screening and security procedures, including background checks, temporary badges, and controlled access to facilities.

Attention then shifted to the high school HVAC project. Mr. Plano stated that commissioning meetings with Salas O'Brien and Carrier had been scheduled for early June and that mobilization would begin immediately after the school year ends. Plans include draining systems, coordinating crane operations, and beginning installation work during the summer months. Mr. Plano also updated the group on the high school roofing project, explaining that state approval remains pending due to a legislative issue involving the building's official age classification. He explained that original project closeout documentation signed years ago caused the state to classify the roof as newer than it actually is, requiring special legislation currently included in the governor's budget bill. Despite the delay, project consultants indicated they remain confident that the roofing schedule can still be maintained due to material availability and the relatively limited scope of the roof replacement area.

The auditorium lighting project at the high school was also discussed. ACCE funding had recently been approved for the first phase of lighting improvements, allowing the district to begin portions of the project this summer while preparing for additional work during future funding cycles.

Colliers Update – Scott Pellman

The representatives from Colliers and Tecton Architects presented information regarding ongoing due diligence activities associated with a potential new middle school site. Scott Pellman explained that a parcel of land under consideration required several professional evaluations to determine viability for a potential school project. The committee reviewed proposals for appraisal, geotechnical engineering, and survey/wetland delineation services. Mr. Pellman explained that the state would ultimately require two appraisals if the town pursued a land acquisition for new school construction, but the first appraisal would establish a baseline for future negotiations.

Questions were raised regarding the purpose of the geotechnical work, and it was clarified that the testing would focus specifically on soil conditions and building support capacity rather than environmental contamination issues, as a separate Phase I environmental assessment was already underway. Chairman Goff emphasized multiple times that the town was not approving construction of a new school but was simply gathering information necessary to evaluate whether the site could support a future project.

Chairman Goff MOTIONED and Vice-Chairman Neilson seconded to accept a \$3,500.00 proposal from Elm Realty Advisors to provide appraisal services related to the potential acquisition of property located at 112 Hill Street in Suffield. Motion passed unanimously.

Commissioner Miga MOTIONED and Commissioner Gozzo seconded to accept a \$9,500.00 proposal from Welti Geotechnical for soil borings and a geotechnical engineering report for a possible new middle school site. Motion passed unanimously.

Commissioner Miga MOTIONED and Vice-Chairman Neilson seconded to accept a \$37,800 proposal from Tectonic Engineering Consultants, Geologists & Land Surveyors for survey work, wetland delineation, locating geotechnical borings, and monument setting. Motion passed unanimously.

Commission members clarified that coordination and execution of these agreements would proceed through the same administrative process used for previous project contracts.

Tecton Update – Jeff Wyszynski

Jeff Wyszynski of Tecton Architects presented an overview of the middle school planning study and reviewed the history and current condition of the existing middle school facility. He explained that the building was originally constructed in the 1960s as the town’s former high school and has undergone several additions and renovations before being converted into the current middle school. Mr. Wyszynski discussed existing site conditions, including drainage, topography, wetland considerations, and infrastructure challenges, as well as concerns related to aging building systems, accessibility limitations, acoustics, and long-term maintenance needs.

Mr. Wyszynski explained that the planning process included extensive collaboration with administrators, teachers, facilities staff, parents, students, and community members to evaluate both building deficiencies and future educational needs. These discussions contributed to development of the Educational Specifications (Ed Spec) document, which outlines the district’s long-term educational programming and facility needs and will support future state reimbursement applications.

The presentation focused on three planning options currently under consideration. The first option involved capital improvements only, including replacement or upgrades to roofs, HVAC systems, plumbing, electrical systems, accessibility improvements, drainage, and other deferred maintenance projects while maintaining the existing building layout. Mr. Wyszynski stated that the cumulative cost of these projects was estimated at approximately \$75 million with lower reimbursement opportunities. The second option, referred to as “Renovate as New” (RNV), proposed comprehensive additions and renovations that would modernize much of the existing middle school with upgraded educational spaces and systems. The third option involved construction of a new middle school facility on a potential new site currently undergoing appraisal, environmental, geotechnical, and survey review. Mr. Wyszynski noted that the concepts presented were preliminary planning studies intended to evaluate feasibility rather than final designs.

Discussion focused heavily on state reimbursement formulas, allowable square footage calculations, projected enrollment, and long-term flexibility. Consultants explained that modern educational programming, special education services, intervention spaces, and team teaching models often exceed older state space formulas, resulting in reduced reimbursement percentages. Additional discussion addressed future enrollment needs, educational flexibility, and balancing long-term operational needs with reimbursement limitations and project costs. Officials also announced that project materials and updates would soon be available on a public project website to support ongoing community engagement.

New Business

None

Public Comment

Sandra Janik – 380 Prospect Street

Victoria Copes – 223 Hickory Street

Neil Hornish – 864 Thrall Avenue

Annie Hornish – 864 Thrall Avenue

Next Meeting

A Special Meeting of the Permanent Building Commission and Board of Fire Commissioners will be held on May 28, 2026.

The next Regular meeting of the Permanent Building Commission will be held on June 18, 2026.

Commissioner Gozzo MOTIONED and Commissioner Miga seconded, to adjourn the meeting at 8:27 p.m. Motion passed unanimously.

Respectfully submitted,

Kristen Lambert

Recording Secretary