

Minutes
 Bungay Elementary School Building Committee
 Regular Meeting
 October 13, 2026 at 7:00 PM
 Seymour Board of Education Central Office
 2 Botsford Road, Suite A
 Seymour, CT 06483

COPY RECEIVED
 DATE: 10/21/2026
 TIME: 9:14 AM
 TOWN CLERK'S OFFICE

1. **Call Meeting to order.**

The meeting was called to order by Pete Kubik, Board Co-Chair at 7:02pm.

2. **Pledge of Allegiance:**

The Conference Room recited the Pledge of Allegiance together.

3. **Public comment.**

There was no public comment.

4. **Discussion and take possible action regarding the approval of the Committee's minutes of the following meetings:**

- a. September 8, 2026. Regular Meeting: and
- b. October 1, 2026, Special Meeting.

Rebecca Bennett made a motion to approve September 8, 2026. Regular Meeting Minutes. Ed Strumello seconded the motion. The motion passed (5 in favor: Rebecca Bennett, Peter Kubik, Fred Stanek, Ed Strumello & Andy North, 0 No's and 1 Abstention: Trisha Danko).

Rebecca Bennett made a motion to approve October 1, 2026. Special Meeting minutes. Ed Strumello seconded the motion. The motion passed (5 in favor: Rebecca Bennett, Peter Kubik, Fred Stanek, Ed Strumello & Andy North, 0 No's and 1 Abstention: Trisha Danko).

5. **Discussion and take possible action regarding the approval and distribution of Requests for Qualifications and Requests for Proposals for the hiring of a Commissioning Agent to assist with the planning, management and oversight of the design and construction process of Bungay Elementary School.**

Attorney Lapp summarized the RFP/RFQ for the Commissioning Agent that was sent to the Board members electronically prior to the meeting. Attorney Lapp reviewed some main points and answered any questions.

Trisha Danka made a motion that the Bungay School Building Committee move forward and hire a Commissioning Agent to assist with the planning, management, and oversight of the design and construction process of Bungay Elementary School II. Rebecca Bennett seconded the motion.

Fred Stanek amended the motion by stating; The Bungay School Building Committee will move forward in hiring a Commissioning Agent and will empower Attorney Lapp to complete the RFP/RFQ and submit to Mr. Miller for distribution. Trisha Danka amended the motion and Rebecca Bennett seconded. All were in favor (7 yes: Rebecca Bennett, Fred Stanek, Peter Kubik, Ed Strumello, Andy North, Beth Nesteriak, Trisha Danka).

6. Discussion and take possible action regarding the approval and distribution of the Requests for Qualifications and Requests for Proposals for the hiring of a Construction Manager to assist with the planning, management and oversight of the construction of Bungay Elementary School II.

Attorney Lapp summarized the RFP/RFQ for the Construction Manager that was sent to the Board members electronically prior to the meeting. Attorney Lapp reviewed some main points and answered any questions.

Ed Strumello made a motion that the Bungay School Building Committee move forward to hire a Construction Manager to assist with the planning, management and oversight of the construction of Bungay Elementary School II and will empower Attorney Lapp to complete the RFP/RFQ and submit to Mr. Miller for distribution. Trisha Danka seconded the motion. All were in favor. favor (7 yes: Rebecca Bennett, Fred Stanek, Peter Kubik, Ed Strumello, Andy North, Beth Nesteriak, Trisha Danka).

7. Report from Tecton Architects.

Jeff & Rebecca from Tecton reported on some different options of structural designs. Jeff also addressed after reviewing the extensive wetland results the definitive placement for the new Bungay Elementary School. Andy North, from the Building Committee, brought up the ongoing concern of the dangerous situation of the current driveway. Andy felt that the current renderings may want to take into

consideration an even longer area for parents to drop off. It was also brought up that a 4th preschool classroom will be needed based on what we have now and growth. Jeff and Rebecca summarized the workshops that have previously occurred and what is to come. A Power Point presentation was presented to all the Board Members and will be placed electronically on our website.

8. Report from Arcadis, U.S.A Owner's Project Manager.

Adam and Jack were present from Arcadis and first reviewed their updated schedule. They talked about the hiring of the Construction Manager and Commissioning Agent and how important it is to get moving. Jack felt it is more important at this time to prioritize the Construction Manager.

Arcadis and Tecton have been working together on RFP/RFQ's

Before next month Arcadis will be working on a formal report. The board will see the draft next month.

Arcadis also addressed the wetland results and agreed with Tecton on where the building needs to go. Geo technical wise this location will have the least impact. All this information will be finalized before final plan approval with DAS.

Arcadis reps also recommended possibly forming subgroups for approving purchase orders moving forward. Jack, the President of Arcadis reported that you are going to want to move rather quickly and not hold up the process. Pete Kubik decided that he would like all invoices sent to the Building Committee prior to the meeting for review. The Building Committee will review them as a whole at the meeting.

9. Review and payment of invoices.

Arcadis reported that we did receive an invoice from Tecton Architects #49-431 for feasibility study (\$24,545) and schematic design (\$30,884) total amount to be approved tonight for Tecton Architects is \$55,492.00

Trisha Danka made a motion to approve Invoice #49-431 for \$55,492.00 to be awarded to Tecton Architects for their completion of the Feasibility Study and Schematic Designs. Beth Nesteriak seconded the motion. All were in favor. favor (7 yes: Rebecca Bennett, Fred Stanek, Peter Kubik, Ed Strumello, Andy North, Beth Nesteriak, Trisha Danka).

10. Comment of Committee members.

Rebecca Bennett and others thanked Tecton and Arcadis for all their hard work.

11. Chairpersons' comments.

Fred Stanek, Board Co Chair brought up a painting of Seymour that a High School student painted for him that he would like to share for the Think Tank tomorrow. Jeff from Tecton was going to take a picture.

12. Public comment.

No public comment currently.

13. Adjournment.

Pete Kubik adjourned the meeting at 9:12pm.

Respectfully submitted,



Rebecca Bennett

BSBC Secretary
