

Middlebrook Elementary School HVAC Improvements  
Building Virtual Committee Meeting  
Thursday, January 29, 2026  
7:00 pm

Present: Chairman Kelly Mallozzi, Michael Ward and Lisa Nuland

Absent: Alison Squicciarino and Tony Dorsey

Also Present: Gregory Raucci, Bismark Construction; Lisa Lobuono, Assistant Finance Director; Greg Krawczynski; William Donald, VanZelm Engineers; Kevin Dion, Director of Operations, Board of Education

The meeting was called to order at 7:21 pm by Chairman Mallozzi followed by the Pledge of Allegiance and Roll Call.

#### **Past Minutes**

Motion was made by Mr. Ward to approve the minutes of November 13, 2025. Seconded by Ms. Nuland and approved.

#### **Financials**

Mrs. LoBuono noted everything is complete except for the invoices to be approved at the meeting. Project cost, actuals to date, \$3,215,850.31. Have a submission in for reimbursement to the State for \$838,177.67 worth of expenses at the reimbursement rate of 34.29%.

Requested a total payment of \$973,211.12 from the grant. All Purchase Orders, via Change Order or via liquidation, full invoices have been received. The only open items are VanZelm, Power and Network Solutions and Silver Petrucci. Once the invoices are paid, everything will be wrapped up with the final cost submitted. Needs to be completed by March 1.

#### **Project Update**

Mr. Raucci noted everything is completed. Controls are locked in and everything is operating as it should. Wrapping up the Commissioning with the VanZelm invoice.

#### **New Business**

Discussion and Approval of Invoices/Change Orders

1. Silver Petrucci Invoice #25-2848 for Construction Administration - \$1,900.00 – **Motion made by Mr. Ward to approve the invoice; seconded by Ms. Nuland and approved unanimously.**
2. VanZelm Invoice #0054330 for Professional Services - \$16,181.00 - **Motion made by Mr. Ward to approve the invoice; seconded by Ms. Nuland and approved unanimously.**
3. Power and Network Solutions Application #8 - \$2,031.16 - **Motion made by Mr. Ward to approve the invoice; seconded by Ms. Nuland and approved unanimously.**

4. Power and Network Solutions Application #9 - \$9,589.83 - **Motion made by Mr. Ward to approve the invoice; seconded by Ms. Nuland and approved unanimously.**

**Old Business**

No Old Business.

**Mr. Dion noted they will be doing closure from the Board of Education side, acceptance of the project closure, on February 10 at the Board of Education meeting. They will vote with a resolution to accept completion of the project.**

Mr. Ward acknowledged Ms. Mallozzi for her work as Chairman of the Committee and she thanked everyone for the work done on the project.

**Adjournment**

**There being no further business, motion made by Mr. Ward to adjourn the meeting at 7:28 pm. Seconded by Ms. Nuland and approved by unanimous consent.**

Respectfully submitted,

Barbara Crandall  
Clerk