

Town of Plymouth
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Capital Improvements Committee
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TOWN CLERK'S OFFICE
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2025 OCT 27 PM 5: 03

George Castle
TOWN CLERK

Minutes
Regular Meeting
October 23, 2025 – 5:30 p.m.
Mayor's Conference Room, Town Hall

1. Call to Order / Roll Call

The meeting was called to order by Chairman George Castle at 5:30 p.m. in the Mayor's Conference Room, Town Hall, 80 Main St., Terryville, CT 06786 on October 23, 2025.

Members in attendance: Chairman George Castle, Vincent Gualtieri, James Klaneski, Vicky Carey-BOF, Pam Pelletier- Recording Secretary.

Guests: Board of Education – Matthew Tencza, Business Manager and Patrick Perugino-BOE.

2. Fire Exit Notification – Pointed out by the Chairman.

3. Pledge of Allegiance – Led by the Chairman.

4. Public Comment

Melaine Church, 328 Main St., Terryville, CT provides her opinion regarding road and bridge work proposed by the Highway Dept., she feels that the Todd Rd. Bridge should be a priority and hopes that the Committee will consider this when reviewing the Highway Dept. Capital requests.

5. Capital Improvements Project Discussion

a. Board of Education Requests

Guests - Matthew Tencza, Business Manager and Patrick Perugino-BOE

Patrick Perugino, BOE states that he and the Business Manager are here to make the Committee aware of multiple projects that have been put aside over the last (10+) years. They understand that not all projects may be approved this year, but wanted it on the record that they have projects that will need to be addressed.

Matthew Tencza provides the Committee with applications for BOE/School requests which include (11) projects:

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Project #1 – Harry S. Fisher School -Replacement of approximately 37,358 sf of roofing.
Condition – fair to poor.

Estimated Cost: 1.1 to 1.5 million. To replace.

*Estimate does not include HVAC upgrades, plumbing renovations, solar array removal and re-connection.

Alternate Financing – Possible State Grant reimbursement

Priority - 1

Project #2 – Plymouth Center School – Replacement of approximately 53,916 sf of roofing.
Condition – fair. Existing roofing has surpassed life expectancy. Recommend roof restoration or replacement.

Estimated Cost: \$980K - \$1.25 million (to restore)
\$1.7 - \$2.1 million (to replace)

*Estimate does not include obsolete masonry repairs, HVAC upgrades, plumbing renovations, solar array removal and re-connection.

Alternate Financing – Possible State Grant reimbursement

Priority - 2

Project #3 – Eli Terry Middle School – Replacement of approximately 49,015 sf of roofing.
Condition – fair. Existing roofing has surpassed life expectancy. Recommend roof restoration or replacement.

Estimated Cost: \$870K - \$1.088 million (to restore)
\$1.647 - \$2.045 million (to replace)

*Estimate does not include obsolete masonry repairs, HVAC upgrades, plumbing renovations, solar array removal and re-connection.

Priority - 3

Project #4 – Terryville High School – Driveway and Parking lots.

Condition – Very Poor. Constructed over (20) years ago with a weak base. There is severe cracking, sinking spots and standing water. Recommended to remove all existing asphalt and damaged base, replace with a proper stone foundation and drainage system, install completely new asphalt designed for heavy traffic.

Estimated Cost: \$880K (\$480 to remove undersurface/\$400K replace bas and repave.

Priority - 4

Project #5 – Eli Terry Middle School – Front Driveway and Parking Lot Resurfacing. Condition: Deteriorated significantly – cracking, ponding. Patchwork repairs. Considered proactive maintenance.

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Estimated Cost: \$200K

Priority -5

Project #6 – Fisher Elementary School – Driveway and Parking lot Resurfacing

Condition: Worn out and needs resurfacing; asphalt has cracks, rough areas and pooling of water.

Estimated Cost: \$300K

Priority - 6

Project #7 – Plymouth Center School – Driveway and Parking lot Resurfacing

Condition: Current pavement is worn, cracked and uneven.

Estimated Cost: \$250K

Priority – 7

Project #8 – H.S. Fisher Elementary School – Window Replacement

Condition: Many of the existing windows are original to the building. Three key priorities – Safety, security and ventilation.

Estimated Cost: \$166,358K

Priority - 8

Project #9 – H.S. Fisher Elementary School – Heat Pump Replacement

Condition: Old inefficient and near end of life.

Estimated Cost: \$360,000

Priority - 9

Project #10 – Plymouth Public Schools – District Wide – Clock & Intercom Systems

Condition: Outdate, very old, unreliable and no longer supported; daily disruptions.

Estimated Cost: \$425K

Priority - 10

Project #11 – Terryville High School – Resurface Track

Condition: Showing clear signs of age – should be resurfaced every 7-10 years

Estimated Cost: \$60,000

Priority - 11

General Discussion –

Pat Perugino explains that anything under 50K is paid for out of the “Sinking Fund”, all Capital Requests are being submitted for Town review and approval of funds. We currently have a

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balance of approximately \$295,000 and expect a disbursement of \$162,000 soon, leaving us with a total balance of \$457,000.

Pat Perugino explains that he tours the buildings with the Principle and Maintenance Director and brings back his findings to the Board of Education. The BOE then makes a determination on need, considering safety first.

Vincent Gualtieri explains that applicants will be contacted once the Committee makes its recommendation and is ready to submit their findings to the Board of Finance and Town Council; you may need to attend those meetings.

Chairman George Castle asks what the future plans are for H.S. Fisher; he thought that the Board of Education was considering closing the school. Matt Tencza advised that the Committee would need to speak with Sup't. Falcone on his recommendations. He also comments that there are many construction projects ongoing that may affect school enrollment. Currently there is no plan to close the school.

Vincent Gualtieri feels that many of the BOE requests need additional planning. The larger projects should be done in phases or steps; there should be engineering and design done in the first year and then Bidding and Construction and finally reimbursement from any funding or grants. A procurement process needs to be put into place.

There is general discussion on when estimates were obtained on the projects – quotes were obtained between 2024-2025.

6. Administrative

Meeting schedules are reviewed, due to the upcoming Holidays, the Committee will hold Special meetings in addition to their regular scheduled meetings that do not fall on a holiday.

11/6/2025 – Special Meeting

11/13/2025 – Regular Meeting

12/4/2025 – Special Meeting

12/11/2025 – Regular Meeting

12/18/2025 – Special Meeting

No meetings on 11/27/2025 Thanksgiving and 12/25/2025 Christmas.

7. Adjournment

MOTION: Vincent Gualtieri made a motion, which is seconded by Jim Klaneski to adjourn the meeting at 6:55 p.m. and the motion is voted on unanimously.

Respectfully Submitted

Pam Pelletier
Recording Secretary