

Colchester School District

Board of Education Special Meeting
Malletts Bay School Library

Thursday, September 18, 2025
6:00 p.m.

Special Meeting Minutes

The Colchester Board of Education held a special board meeting on Thursday, September 18, 2025, in the Malletts Bay School Library. Those in attendance were Board Members Lindsey Cox, Nic Longo, Ben Yousey-Hindes, Laurie Kigonya, and Jennifer Fath; Superintendent Amy Minor, Chief Financial and Operations Officer George Trieb, Black River Design Architects John Hemmelgarn and Polly Wheeler, and PCI Capital Project Consultants Marty Spaulding and Tom Yandow. There were two audience members present.

I. Call to Order

Board Chair Lindsey Cox called the meeting to order at 7:00 p.m. and led in the Pledge of Allegiance.

II. Citizens Participation*

None.

III. Approval of General Contractor for Porters Point School Project

Action

Superintendent Amy Minor introduced John Hemmelgarn and Polly Wheeler from Black River Design Architects, along with Marty Spaulding and Tom Yandow from PCI Capital Project Consultants.

Polly Wheeler shared that the district received five bids from pre-qualified contractors. She noted the bids were in a tight grouping, which is a good indication that the lowest bidder did not miss any significant details. John Hemmelgarn added that receiving bids only from qualified and vetted contractors was great news. He stated that the general contractor will be handling the heavy lifting from here on out, and the rest of the teams will focus on what needs to be done to support their success.

Superintendent Minor outlined the next steps: The board will approve a general contractor and also a letter of intent. This letter, which has been vetted by the district's legal counsel, will allow the contractor to begin work while the full contract is finalized.

The board then discussed the bidding process and compared the base bid totals to the original and updated project estimates.

Director Yousey Hindes moved to award the Porters Point Renovation/Addition Project to PC Construction and authorize the Business Manager to execute a contract with PC Construction to finalize the contracted work. This award is contingent on an agreed-upon contract between both parties. The motion passed unanimously.

Director Longo moved to authorize the Superintendent to execute a letter of intent with PC Construction to permit work to begin while the formal contract is being finalized. The motion passed unanimously.

IV. Adjournment

Director Fath moved to adjourn at 6:23 p.m. The motion passed unanimously.

Meghan Baule
Recording Secretary

Ben Yousey-Hindes
Board Clerk

DRAFT