

**SOUTH FIRE DISTRICT
of the City of Middletown
BUILDING COMMITTEE MEETING
Tuesday, October 14, 2025
6:00 p.m.**

AGENDA

1. CALL TO ORDER
2. OPEN PUBLIC SESSION
3. CLOSE PUBLIC SESSION
4. MINUTES TO BE APPROVED
 - a. September 8, 2025 Regular Meeting
5. OLD BUSINESS
 - a. Project status update
6. NEW BUSINESS
 - a. Discussion of project status
 - b. Approval of bid documents, contracts, change orders or invoices required for the project.
 - i. Milestone Construction Services, LLC. Application and Certificate for Payment #12 dated 10/08/2025.
 - ii. Milestone Construction Services, LLC. Application and Certificate for Payment #13 dated 10/08/2025.
7. ADJOURNMENT

Members of the public may attend the meeting at the firehouse. Alternatively, they may view/listen to the meeting as follows:

Direct link to Zoom: <https://us02web.zoom.us/j/89984035244?pwd=iYf8NDQ5chv0F5NPm0zJnOc2S0qhbu.1>

1. Go to <https://zoom.us> and join the meeting using the meeting I.D. number located below.
2. Via telephone at 646-558-8656

Meeting I.D. 899 8403 5244
Passcode: SFD

SOUTH FIRE DISTRICT
445 Randolph Road | Middletown, CT
BUILDING COMMITTEE
REGULAR MEETING MINUTES
Monday, September 8, 2025 – 6:00 p.m.

Held at the firehouse and via Zoom Meeting I.D. 890 0795 0941

Present: Chairman Thazhampallath, J. Bibisi, Nancy Hunter, Ed Monarca, Phil Russo, Chief James Trzaski, James Mastroianni (via Zoom), Paul Pizzo.

Absent: Melissa Roming

1. CALL TO ORDER

Chairman Thazhampallath called the meeting to order at 6:04 p.m.

2. OPEN PUBLIC SESSION

Chairman Thazhampallath opened the Public Session at 6:04 p.m.
There was no one in attendance or online who wished to speak.

3. CLOSE PUBLIC SESSION

Chairman Thazhampallath closed the Public Session at 6:04 p.m.

4. MINUTES TO BE APPROVED

MOTION to approve the minutes of the regular meeting of August 11, 2025 by E. Monarca/N. Hunter. Chairman Thazhampallath and Joseph Bibisi abstained. Motion passed.

5. OLD BUSINESS

- a. Project status update.
Paul Pizzo provided a brief update to the Committee.

6. NEW BUSINESS

- a. Approval of bid documents, contracts, change orders or invoices required for the project.

Paul Pizzo explained since the project is so close to being completed there is no payment application to be approved this month. Milestone Construction Services will do a final billing in October.

- b. Ribbon cutting ceremony was discussed and set for October 11, 2025.

7. ADJOURNMENT

MOTION to adjourn by N. Hunter/J. Bibisi. Unanimously approved.

The meeting adjourned at 6:20 p.m.

Submitted by,

A handwritten signature in blue ink that reads "Kathleen M. Kiley". The signature is written in a cursive style with a prominent initial 'K'.

Kathleen M. Kiley

Building Committee Recording Secretary

DRAFT

APPLICATION AND CERTIFICATE FOR PAYMENT G702

TO OWNER:

South Fire District
445 Randolph Road
Middletown CT 06457

Job # 24042

PROJECT: South Fire District Renovation & Addition
445 Randolph Road
Middletown CT 06457

APPLICATION # 12

PERIOD THRU: 09/30/2025

Distribution to:

- OWNER
- ARCHITECT
- CONTRACTOR
- FIELD
- OTHER

DATE OF CONTRACT:

FROM CONTRACTOR:

Milestone Construction Services, LLC
545 Long Wharf Drive
Suite 603
New Haven CT 06511
(203) 691-6876

VIA ARCHITECT: Landmark Architects
100 Riverview Center
Suite 204
Middletown CT 06457
Fax:

CLIENT PO / PROJECT #:

Contract For: Federal

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment as shown below, in connection with the Contract. Continuation Sheet, is attached.

1. ORIGINAL CONTRACT AMOUNT	2,118,743.00
2. NET CHANGE BY CHANGE ORDERS	180,193.45
3. CONTRACT SUM TO DATE (Line 1 +/- 2)	2,298,936.45
4. TOTAL COMPLETED AND STORED TO DATE (Column G on Continuation Page)	2,298,936.45

5. RETAINAGE:

a. 5.00 % of Completed Work (Columns D+E on Continuation Page)	105,937.15
b. 0.00 % of Stored Material (Column F on Continuation Page)	0.00

Total Retainage (Line 5a+5b or Column I on the Continuation Page)

105,937.15
2,192,999.30
2,064,185.42

6. TOTAL EARNED LESS RETAINAGE (Line 4 minus Line 5 Total)

128,813.88

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT

0.00

8. CURRENT PAYMENT DUE

128,813.88

9. BALANCE TO FINISH INCLUDING RETAINAGE (Line 3 minus line 6)

105,937.15

Change Order Summary	Additions	Deductions
Total changes approved in previous months	180,193.45	0.00
Total approved this month	0.00	0.00
TOTALS	180,193.45	0.00
NET CHANGES by Change Order	180,193.45	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Milestone Construction Services, LLC

By: Frank Ferraiolo Date: 10/02/2025

State of: Connecticut County of: New Haven
Subscribed and sworn to before me this 2nd day of October, 2025

Notary Public:
My Commission expires:



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the date comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief, the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: 128,813.88

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on the Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

Paul S. Sapp

By: Paul S. Sapp Date: 10/8/25

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Insurance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

TO:
 South Fire District
 445 Randolph Road
 Middletown CT 06457

FROM:
 Milestone Construction Services, LLC
 545 Long Wharf Drive
 Suite 603
 New Haven CT 06511

APPLICATION NO: 12
APPLICATION DATE:
PERIOD TO: 09/30/2025
ARCHITECT'S PROJECT NO:

A ITEM #	B WORK DESCRIPTION	C TOTAL CONTRACT		D COMPLETED WORK AMOUNT PREVIOUS PERIOD	E COMPLETED WORK AMOUNT THIS PERIOD	F STORED MATERIALS (NOT IN D OR E)	G TOTAL COMPLETED AND STORED (D + E + F)		H BALANCE TO COMPLETION (C-G)	I RETAINAGE (If Variable)
		SCHEDULED	CHANGES				AMOUNT PREVIOUS PERIOD	% COMP. (G/C)		
1000.00	- General Requirements	71,950.00		71,950.00			71,950.00	100.00		3,597.50
2000.00	- Site Work	206,690.00		206,690.00			206,690.00	100.00		10,334.50
3000.00	- Concrete	49,800.00		49,800.00			49,800.00	100.00		2,490.00
4000.00	- Masonry	218,370.00		218,370.00			218,370.00	100.00		10,918.50
6000.00	- Woods & Plastic	230,980.00		227,546.98	3,433.02		230,980.00	100.00		11,549.00
7000.00	- Thermal & Moisture Prot	105,300.00		100,613.94	4,686.06		105,300.00	100.00		5,265.00
8000.00	- Doors & Windows	33,700.00		33,700.00			33,700.00	100.00		1,685.00
9000.00	- Finishes	190,640.00		147,989.85	42,650.15		190,640.00	100.00		9,532.00
11000.00	- Equipment	42,454.00		42,454.00			42,454.00	100.00		2,122.70
15000.00	- Mechanical	520,901.00		468,655.58	52,245.42		520,901.00	100.00		26,045.05
16000.00	- Electrical	200,125.00		193,505.00	6,620.00		200,125.00	100.00		10,006.25
17000.00	- General Conditions	175,780.00		175,204.24	575.76		175,780.00	100.00		8,789.00
19005.00	- CM Fee	72,053.00		71,608.43	444.57		72,053.00	100.00		3,602.65
	Change Order# OCO 1		16,772.60				16,772.60	100.00		
	Change Order# OCO 2		21,026.46				21,026.46	100.00		
	Change Order# OCO 3		75,874.99				75,874.99	100.00		
	Change Order# OCO 4		12,386.76				12,386.76	100.00		
	Change Order# OCO 5		3,468.09				3,468.09	100.00		
	Change Order# OCO 6		26,972.90				26,972.90	100.00		
	Change Order# OCO 7		10,186.89		10,186.89		10,186.89	100.00		
	Change Order# OCO 8		6,429.72		6,429.72		6,429.72	100.00		
	Change Order# OCO 9		7,075.04		7,075.04		7,075.04	100.00		
Totals:		2,118,743.00	180,193.45	2,298,936.45	2,164,589.82	134,346.63	2,298,936.45	100.00	105,937.15	

CONSTRUCTION MANAGER / GENERAL CONTRACTOR
PROGRESS PAYMENT
WAIVER OF MECHANIC'S LIEN AND RELEASE

In consideration for payment in the amount of **One hundred twenty eight thousand, eight hundred thirteen dollars and 88/100 (\$128,813.88)** (hereinafter referred to as "Progress Payment"), to be paid by **City of Middletown, CT** (hereinafter called "Owner"), to **Milestone Construction Services, LLC** (hereinafter called "Releasor"), the Releasor for itself, its successors and assigns hereby remises, releases and forever discharges the Owner of and from all manner of debts, demands, actions, causes of action, liens, suits, accounts, covenants, contracts, agreements and any and all Claims and liabilities whatsoever in law and in equity, arising under, in connection with or in any way arising out of or related to labor, services, equipment or materials furnished through the Payment Date under Releasor's agreement with Owner dated **September 30, 2025**, and any and all deletions, additions and modifications thereto (hereinafter "Agreement"), for the construction of and improvements to located at **South Fire District Renovation & Additions** in the **City of Middletown and State of Connecticut**, exclusive of retainage and/or any unresolved Claims or Change Order requests submitted in accordance with the Agreement. Terms capitalized in this instrument are those specifically defined herein and in the Agreement.

Releasor hereby accepts the Progress Payment and all previous payments totaling **Two million, sixty four thousand, one hundred eighty five dollars & 42/100 (\$2,064,185.42)**, as full compensation and payment for all labor, services, equipment and materials furnished to the Project through **September 30, 2025** (the "Payment Date") exclusive of retainage, any unresolved Claims or Change Order requests submitted in accordance with the Agreement, and labor, services, equipment and materials furnished after the Payment Date. Releasor further warrants and represents that all laborers and subcontractors employed by it and all suppliers and materialmen from which it acquired materials incorporated into the Project have been paid in full for labor, services, equipment and materials furnished to the Project through the date covered by previous payments by the Owner, and that none has any Claim, demand or lien against the Project. Furthermore, Releasor warrants that all bills, Claims, demands, liabilities and obligations for labor, services, equipment, materials and any other items furnished in connection with the Agreement or the Project through the date covered by previous payments by the Owner have been paid and satisfied, and that all taxes, fees, and benefits relating directly or indirectly to the Project have been paid in full.

Releasor unconditionally certifies that Releasor has been paid in full for all labor, services, equipment or material of any kind furnished by or through Releasor relating to or concerning the Project or the Agreement through the Payment Date, and Releasor hereby unconditionally waives, releases and relinquishes any and all liens, Claims and/or rights upon the Project or property of the Owner and all improvements thereon on account of such labor, services, equipment, material, or other items, in each case exclusive of retainage and any unresolved Claims or Change Order requests submitted in accordance with the Agreement. Releasor further agrees hereby to indemnify and hold Owner harmless from any and all Claims, liens or financial obligations arising under, in connection with or by virtue of the Agreement or Project relating to prior work and requests for payment. The foregoing certification, release and

indemnification are not contingent in any respect nor are they subject to any condition precedent. Releasor acknowledges that the foregoing representations are made to induce Owner to make the Progress Payment above knowing that the Owner relies on the representations herein contained.

This Progress Payment Waiver and Release shall be an independent covenant and shall operate and be effective with respect to the Project and the labor, services, equipment and material described herein.

Releasor's execution of this Progress Payment Waiver and Release is voluntary, with full knowledge of any rights applicable under the laws of the State of Connecticut.

This Waiver and Release may not be changed orally.

IN WITNESS WHEREOF, the Releasor has caused its corporate seal to be hereunto affixed and these presents to be signed by its Member on the 1st day of October 2025.

Signed, sealed and delivered in the presence of:

Milestone Construction Services, LLC
Company Name

[Signature]
Witness

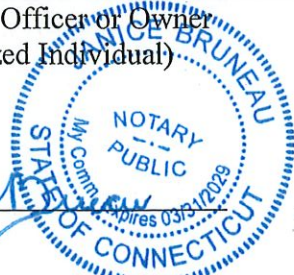
[Signature]
Signature

[Signature]
Witness

By Frank A. Ferraiolo

Its: Member
(Corporate Officer or Owner
or Authorized Individual)

[Signature]
(Notary Public)



My commission expires: 03/31/2029

APPLICATION AND CERTIFICATE FOR PAYMENT G702

TO OWNER:

South Fire District
445 Randolph Road
Middletown CT 06457

Job # 24042

PROJECT: South Fire District Renovation & Addition
445 Randolph Road
Middletown CT 06457

APPLICATION # 13

PERIOD THRU: 09/30/2025

Distribution to:

- OWNER
 ARCHITECT
 CONTRACTOR
 FIELD
 OTHER

DATE OF CONTRACT:

FROM CONTRACTOR:

Milestone Construction Services, LLC
545 Long Wharf Drive
Suite 603
New Haven CT 06511
(203) 691-6876

VIA ARCHITECT: Landmark Architects
100 Riverview Center
Suite 204
Middletown CT 06457
Fax:

CLIENT PO / PROJECT #:

Contract For: Federal

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment as shown below, in connection with the Contract Continuation Sheet, is attached.

1. ORIGINAL CONTRACT AMOUNT 2,118,743.00
2. NET CHANGE BY CHANGE ORDERS 180,193.45
3. CONTRACT SUM TO DATE (Line 1 +/- 2) 2,298,936.45
4. TOTAL COMPLETED AND STORED TO DATE (Column G on Continuation Page) 2,298,936.45
5. RETAINAGE:
 - a. 0.00 % of Completed Work (Columns D+E on Continuation Page) 0.00
 - b. 0.00 % of Stored Material (Column F on Continuation Page) 0.00
- Total Retainage (Line 5a+5b or Column I on the Continuation Page) 0.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 minus Line 5 Total) 2,298,936.45
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT 2,192,999.30
8. CURRENT PAYMENT DUE 105,937.15
9. BALANCE TO FINISH INCLUDING RETAINAGE (Line 3 minus line 6) 0.00

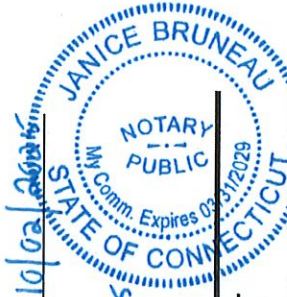
The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Milestone Construction Services, LLC

By: Frank Ferraiolo Date: 10/02/2025

State of: Connecticut County of: New Haven
Subscribed and sworn to before me this 2nd day of October 2025

Notary Public:
My Commission expires: Jan 13 2029



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief, the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: 105,937.15

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on the Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

Janice Bruneau Date: 10/8/25

Change Order Summary	Additions	Deductions
Total changes approved in previous months	180,193.45	0.00
Total approved this month	0.00	0.00
TOTALS	180,193.45	0.00
NET CHANGES by Change Order	180,193.45	

CONTINUATION SHEET

TO:
 South Fire District
 445 Randolph Road
 Middletown CT 06457

FROM:
 Milestone Construction Services, LLC
 545 Long Wharf Drive
 Suite 603
 New Haven CT 06511

APPLICATION NO: 13
APPLICATION DATE:
PERIOD TO: 09/30/2025
ARCHITECT'S PROJECT NO:

A	B	C		D	E		F	G		H	I
		TOTAL CONTRACT	CHANGES		AMOUNT PREVIOUS PERIOD	COMPLETED WORK THIS PERIOD		STORED MATERIALS (NOT IN D OR E)	TOTAL COMPLETED AND STORED (D + E + F)		
1000.00	- General Requirements	71,950.00		71,950.00				71,950.00	100.00		
2000.00	- Site Work	206,690.00		206,690.00				206,690.00	100.00		
3000.00	- Concrete	49,800.00		49,800.00				49,800.00	100.00		
4000.00	- Masonry	218,370.00		218,370.00				218,370.00	100.00		
6000.00	- Woods & Plastic	230,980.00		230,980.00				230,980.00	100.00		
7000.00	- Thermal & Moisture Prot	105,300.00		105,300.00				105,300.00	100.00		
8000.00	- Doors & Windows	33,700.00		33,700.00				33,700.00	100.00		
9000.00	- Finishes	190,640.00		190,640.00				190,640.00	100.00		
11000.00	- Equipment	42,454.00		42,454.00				42,454.00	100.00		
15000.00	- Mechanical	520,901.00		520,901.00				520,901.00	100.00		
16000.00	- Electrical	200,125.00		200,125.00				200,125.00	100.00		
17000.00	- General Conditions	175,780.00		175,780.00				175,780.00	100.00		
19005.00	- CM Fee	72,053.00		72,053.00				72,053.00	100.00		
	Change Order# OCO 1		16,772.60					16,772.60	100.00		
	Change Order# OCO 2		21,026.46					21,026.46	100.00		
	Change Order# OCO 3		75,874.99					75,874.99	100.00		
	Change Order# OCO 4		12,386.76					12,386.76	100.00		
	Change Order# OCO 5		3,468.09					3,468.09	100.00		
	Change Order# OCO 6		26,972.90					26,972.90	100.00		
	Change Order# OCO 7		10,186.89					10,186.89	100.00		
	Change Order# OCO 8		6,429.72					6,429.72	100.00		
	Change Order# OCO 9		7,075.04					7,075.04	100.00		
Totals:		2,118,743.00	180,193.45	2,298,936.45	2,298,936.45			2,298,936.45	100.00		

CONSTRUCTION MANAGER/GENERAL CONTRACTOR
FINAL WAIVER OF
MECHANIC'S LIEN AND GENERAL RELEASE

In consideration for payment in the amount of **One hundred five thousand, nine hundred thirty seven dollars and 15/100 (\$105,937.15)** Dollars (hereinafter referred to as "Final Payment"), to be paid by **City of Middletown, CT** (hereafter called "Owner"), to **Milestone Construction Services, LLC** (hereinafter called "Releaser"), the Releaser for itself, its successors and assigns hereby remises, releases and forever discharges Owner of and from all manner of debts, demands, actions, causes of action, liens, suits, accounts, covenants, contracts, agreements and any and all claims and liabilities whatsoever in law and in equity, arising under, in connection with or in any way arising out of or related to Releaser's agreement with Owner and any and all deletions, additions and modifications thereto (hereinafter "Agreement"), for the construction of, and improvements to **South Fire District Renovations & Additions** located in the **City of Middletown, State of Connecticut** (hereinafter the "Work").

Releaser hereby accepts the Final Payment and all previous payments totaling **Two million two hundred ninety eight thousand, nine hundred thirty six and 45/100 (\$2,298,936.45)** Dollars, as full compensation and payment for all labor, services, equipment or materials furnished to Owner for the Work. Releaser further warrants and represents that all laborers and subcontractors employed by it, and all suppliers and materialmen from which it acquired materials incorporated into the Work, have been paid in full and that none has any claim, demand or lien against the Project. Furthermore, Releaser warrants that all bills, claims, demands, liabilities and obligations for services, material, equipment, labor and any other items furnished to the date hereof under or in connection with the Agreement or the Work have been paid and satisfied, and that all taxes, fees, and benefits relating directly or indirectly to the Work have been paid in full.

Releaser unconditionally certifies that Releaser has been paid in full for all prior work, labor, material, equipment, or services of any kind furnished by or through Releaser relating to or concerning the Work or the Agreement, and Releaser hereby unconditionally waives, releases and relinquishes any and all liens or claims or rights upon the Work or property of the Owner and all improvements thereon, on account of services, material, equipment, labor or other items previously furnished by Releaser under or in connection with the Agreement or the Work. Releaser further agrees hereby to indemnify and hold Owner harmless from any and all claims, liens or financial obligations arising under, in connection with or by virtue of the Agreement or Work. The foregoing certification, release and indemnification are not contingent in any respect nor are they subject to any condition precedent. Releaser acknowledges that the foregoing representations are made to induce Owner to make the Final Payment above knowing that the Owner relies on the representations herein contained.

This Final Waiver and General Release shall be an independent covenant and shall operate and be effective with respect to the Work and under any supplemental contract or contracts, whether oral or written, for extra or additional work on the project and for any further work done or materials furnished at any time with respect to the project subsequent to the execution hereof.

Releasor's execution of this Final Waiver and General Release is voluntary, with full knowledge of any rights applicable under the laws of the State of Connecticut.

This Waiver and Release may not be changed orally.

IN WITNESS WHEREOF, the Releasor has caused its corporate seal to be hereunto affixed and these presents to be signed by its Member on the .

Signed, sealed and delivered in the presence of:

Milestone Construction Services, LLC

Company Name

Signature

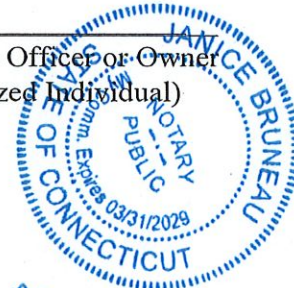
Witness

Witness

By Frank A. Ferraiolo

Its: Member

(Corporate Officer or Owner
or Authorized Individual)



Notary Public

My Commission expires: 03.31.2029