

**COTUIT FIRE DISTRICT  
PRUDENTIAL COMMITTEE MEETING  
ZOOM AND IN PERSON at  
Freedom Hall  
COTUIT, MA 02635  
March 27, 2026**

The meeting was called to order by Mark Lynch at 6:02 pm on March 27, 2026.

**Pledge of Allegiance**

Chair Lynch led the Pledge of Allegiance.

Chair Lynch did roll call:

**Commissioners:** Mark Lynch, Seth Burdick and John Havel

In person: Assistant Treasurer Ryan Ouellette

Also present, via ZOOM: Treasurer Ray Pirrone; (LeftField) Joe Sullivan, Kevin Sullivan and Kayla Gallo

**Public Comment:**

No public comment.

**Meeting Minutes Approval:**

Chair Lynch pointed out that there were numerous errors/clarifications on the minutes of 03.23.2026, and the vote on these minutes will be done at the next regularly scheduled Prudential Committee meeting.

**Cotuit School Building Demolition and Site Remediation:**

**Review of Contractor Bids; Acceptance of Winning Bid; Review of Next Steps**

The Board received an update on project bid results, noting that bids were due the previous evening at 5:00 p.m. The project manager and team reviewed the submissions prior to the meeting.

Representatives from the LeftField project team—Joe Sullivan, Kevin Sullivan, and Kayla Gallo—participated remotely.

A total of six bids were received and presented from lowest to highest. Upon review, the two lowest bids were deemed non-responsive due to incomplete scope:

- **ACME** submitted a bid of approximately \$499,000 but included only partial scope (primarily demolition and possibly limited abatement) and **excluded required site restoration**, and was therefore rejected.
- **North Lawrence Contracting** submitted a bid of \$961,450 but **omitted a significant portion of the required abatement scope (approximately 1,500 tons)**, which would have required substantial change orders; the bid was also deemed incomplete and rejected.

Project representatives explained that bids are reviewed and “de-scoped” with bidders to confirm completeness; in both cases, omissions and accounting discrepancies confirmed the bids were not comprehensive.

The lowest qualified bidder was **S&R Corporation** at \$1,587,666, which included full scope (demolition, abatement, and site restoration). The total project budget is \$1,861,431. Although higher than the original estimate (just under \$1.5 million), adjustments—primarily reallocating contingency—allow the project to remain within the approved budget. The remaining contingency is just under 6% of construction costs, which was considered appropriate for a project of this size.

It was also noted that the middle range of bids fell within approximately \$100,000 of each other, supporting overall pricing consistency.

**MOTION: To contract S&R Corporation as the lowest eligible and qualified bidder for demolition, abatement and site remediation work at 140 Old Oyster Road, Cotuit, MA.**

**Motion made by: Seth Burdick      Seconded by: Mark Lynch**

**Motion passed unanimously. (Mark Lynch, Seth Burdick John Havel)**

Ms. Gallo stated that she would proceed with posting the bid results and reaching out to **S&R Corporation**. She noted that a draft contract, included in the bid package, is currently under review with counsel. The agreement is a standard form that will be tailored to the Cotuit Fire District and the project. Once finalized, the contract will be circulated for Board signature, followed by execution by S&R Corporation.

The project team noted that required documentation, including performance bonds and insurance certificates, will need to be secured prior to contract execution, and will be coordinated as part of the process. In response to a question regarding timing, Ms. Gallo advised that the project must be completed by June 15 to align with the growing season. She noted that the start date will depend on how quickly the contract is executed, as no work can begin prior to that. A kickoff meeting will be scheduled once the contract is in place to review sequencing, logistics, and schedule.

It was clarified that the approximately 6% contingency represents the construction contingency, held within the overall project budget, and not within the contractor's contract. An updated budget will be provided.

#### **PUBLIC COMMENT**

Carol Zais referenced that signatures were obtained on the recent amendments to the District's enabling legislation, to allow the District to raise, appropriate, and/or transfer and appropriate funds at the Annual District Meeting (ADM). She indicated that she would provide related documentation electronically. Ms. Zais also stated that she is requesting that the Prudential Committee consider adding this to the warrant for the 2026 ADM. It was further noted that a similar enabling act change for the Water District has also been signed into law.

#### **Matters not reasonably anticipated by the Chair**

None Discussed.

#### **Adjournment**

**MOTION: To adjourn.**

**Motion made by: John Havel      Seconded by: Mark Lynch**

**Motion passed unanimously. (Mark Lynch, Seth Burdick John Havel)**

Meeting was adjourned at approximately 6:15pm.

Respectfully submitted,



Gina Gonsalves