District: Berlin-Boylston Regional School District
School Name: Boylston Elementary School
Recommended Category: Project Funding Agreement
Date: February 18, 2026

Recommendation

That the Executive Director be authorized to enter into a Project Funding Agreement with the Berlin-Boylston Regional School District (the "District") for a roof replacement project at the Boylston Elementary School.

District Information	
District Name	Berlin-Boylston Regional School District
Elementary Schools	Berlin Memorial School (PK-5) Boylston Elementary School (PK-5)
Middle School	N/A
High School	Tahanto Regional High (6-12)
Priority School Name	Boylston Elementary School
Type of School	Elementary School
Grades Served	PK-5
Year Opened	1955
Existing Square Footage	62,568
Additions	1999 – 28,853 SF
Building Issues	Roof
2025-2026 Enrollment	350

MSBA Votes	
Invitation to Participate in the Accelerated Repair Program	October 30, 2024
Project Funding Agreement Authorization	On February 25, 2026 Board agenda
Reimbursement Rate	50.79%

Consultants	
Owner's Project Manager (the "OPM")	Watermark Environmental, Inc.
Designer	Matz Collaborative Architects, Inc.

Discussion

The Owner's Project Manager ("OPM") and Designer conducted a feasibility analysis of the facility and developed a Schematic Design, including a proposed scope of work, schedule, and estimated budget. The District's Designer, Matz Collaborative Architects Inc., recommends a roof replacement project at the Boylston Elementary School. The Designer has confirmed that the proposed roof replacement project will comply with the MSBA's sustainability requirements.

MSBA staff reviewed the existing conditions analysis provided by the District's consultants as well as the proposed schedule. MSBA staff also discussed the proposed scope and budget with the District and its consultants. The District has provided a Total Project Budget of $5,668,517, which includes a construction cost of $4,804,016. Construction costs include the following components:

- $4,181,066 for installation of a 60-millimeter PVC membrane roofing system;
- $110,760 for solar readiness upgrades; and
- $512,190 for ADA accessibility upgrades.

MSBA staff recommends the Estimated Total Facilities Grant and the Maximum Total Facilities Grant as set forth in the table below subject to MSBA approval and audit:

Project Funding Agreement	
Enrollment: 350 Existing Square Footage: 62,568	District's Proposed Project Budget
Project Budget[1]	$5,404,296
Scope Exclusions/Ineligible Costs[2]	$0
Estimated Basis of Total Facilities Grant	$5,404,296
Reimbursement Rate	50.79%
Estimated Maximum Total Facilities Grant[3]	$2,744,842
Project Contingencies[4]	$264,221
Potentially Eligible Owner's and Construction Contingencies	$264,221
Potential Additional Grant Funds for Eligible Owner's and Construction Contingency Expenditures[5]	$136,415
Total Project Budget	$5,668,517
Maximum Total Facilities Grant[6]	$2,881,257

[1] Does not include Owner's or Construction Contingencies.

[2] Scope exclusions/ineligible costs.

[3] The "Estimated Maximum Total Facilities Grant" is calculated by applying the reimbursement rate to the "Estimated Basis of Total Facilities Grant". It does not include any grant funds for potentially eligible Owner's or Construction Contingency Expenditures and is subject to MSBA review and audit.

[4] Includes eligible Owner's and Construction Contingency.

[5] The "Potential Additional Grant Funds for Eligible Owner's and Construction Contingency Expenditures" is calculated by applying the reimbursement rate to the "Potentially Eligible Owner's and Construction Contingencies."

[6] Includes maximum possible Owner's and Construction Contingency grant funds, the final amount of which, if any, shall be determined by the MSBA in accordance with its policies for the determination of eligibility. The MSBA does not anticipate that the District will expend all of its contingency funds on expenses that are eligible for MSBA reimbursement.