

Board of Education

Regional School District 13

August 20, 2025

The Regional School District 13 Board of Education Building Committee met in special session on Wednesday, August 20, 2025, at 5:00 PM in the library at Coginchaug Regional High School.

Committee Members Present: Mrs. Dahlheimer (left at 5:40), Mr. Giammatteo, Mr. Mennone (left at 7:00), Mr. Moore, Mr. Overton, Mrs. Petrella, Mr. Roraback (left at 5:55), Mr. Weissberg

Committee Members Absent: Mr. Faiella, Mr. Putnam

Board Members Present: Mrs. Dahlheimer, Mr. Mennone, Mr. Moore, Mrs. Petrella, Mr. Roraback

Administration Present: Dr. Leggett, Mrs. Neubig, Mr. Proia

O&G Associates Present: Mr. Cravanzola, Mr. Hetzler, Mr. Sedensky

QA+M Associates Present: Mr. Collier, Mr. Malik

Mr. Weissberg called the special meeting to order at 5:01 PM.

The Pledge of Allegiance

The Pledge of Allegiance was recited.

Approval of Agenda

Mr. Giammatteo made a motion, seconded by Mrs. Dahlheimer, to approve the agenda.

In favor of approving the agenda: Mrs. Dahlheimer, Mr. Giammatteo, Mr. Mennone, Mr. Moore, Mr. Overton, Mrs. Petrella, Mr. Roraback, Mr. Weissberg. Motion carried.

Public Comment

None.

Approval of Minutes - June 18, 2025, and July 29, 2025

Mrs. Dahlheimer made a motion, seconded by Mr. Giammatteo, to approve the minutes of the June 18, 2025, and June 29, 2025, Building Committee Meetings.

In favor of approving the minutes of the June 18, 2025, and July 29, 2025, Building Committee Meetings: Mrs. Dahlheimer, Mr. Giammatteo, Mr. Mennone, Mr. Moore, Mr. Overton, Mrs. Petrella, Mr. Roraback, Mr. Weissberg. Motion carried.

Memorial Renovation/Expansion

Mr. Hetzler stated that O&G has distributed a monthly report. The report starts with the preconstruction activity and includes comments regarding the swing space. Work has mostly been completed at Frank Ward School, including the display board, case board, duct cleaning, and flooring. O&G performed a

walkthrough of the space with Mr. Collier to review the 59-item punch list. The Siemens contractor has also performed a walkthrough to confirm the status of the installation of two pieces of equipment. The building management system has been accessed in order to address the sequence of operations for the space.

O&G have completed their work with Strong School. There is an ongoing punch list that will finish next week with HVAC balancing. The permit, which is a certificate of compliance, will be closed at the site. Mr. Weissberg asked when staff and faculty can occupy the school. Mr. Hetzler answered that some staff have already been in their classrooms. Things are being moved into the two new classrooms over the next few days. Dr. Leggett noted that the professional development days will not take place at Strong. The rooms will be ready for the first day of school.

At Lyman School, the team is working on the replacement of wood and should be finished by Monday, August 25. The roofs have been completed on the portables. Extra O&G support has been provided. The main ramp has been repaired, and the wood decking has been replaced, along with the two posts at the bottom of the ramp. The woodwork is finished, but the concrete replacement still needs to be completed. Flooring in the portables has been completed. There was a pre-inspection, known as the above ceiling inspection, with the new building instructor. The heavy work on the restoration of portables 1-4 is complete. Portable 5 and 6 were delivered on Monday. The construction of the wood walkways is underway. The final sidewalk pour along with the woodwork will take place on Tuesday, August 26. The last of the work is to pipe between portable 3/4 and 5/6. Mr. Proia expressed that there are no concerns on his end. Telecom work is beginning next week, which is the only work that will disrupt the existing portables. Dr. Leggett stated that for the first week one fourth grade class will need to be in room 23. Thermostats are completed. Telecom data at Strong is completed. Eversource has visited the site.

O&G shared pictures with the Building Committee. An extra 11 stalls have been added to the parking lot.

Mr. Weissberg noted that there has been an invoice submitted which will need reviewing. Mr. Cravanzola explained the billing process to the committee. There are four pages of line items, which O&G has a template for. The line items include site work, demolition, ceilings, framing, and floor prep. There are two pages for Strong and over 3 pages for Lyman. Mr. Cravanzola noted that the first few pages are O&G's schedule of values and contracts. There is an AIA document for the district, which includes staffing and bond insurance. There is only one line item for swing space/contractor with a lump amount. There is a revision process before it reaches the committee. O&G is holding a retainage for their subcontractors. Mr. Cravanzola stated that a certificate of completion will be issued when the work of the swing space is suitable for occupancy by the owner. Any work left to be conducted will be included in an AIA document. O&G uses a software called Textura which allows them to store everyone's payment applications in a standardized way. All vendors receive their payment via ACH. There will be a request received for retainage and reduction, either partial or in full, from the contractor through O&G. That request will then be brought to the Building Committee.

The Building Committee reviewed the invoice. Mr. Weissberg requested any supporting documentation from the town or the TCO. There will be a special Zoom meeting to approve the invoice on Tuesday, August 26, 2025, at 5:00 PM.

Mr. Weissberg explained that he and Mr. Giammatteo met with the principals at Lyman and Strong to discuss traffic operations and patterns. There were recommendations at Lyman for signage, line markings, and tree trimming. Additional signage will be provided. Strong has a separate parent and bus loop area. Dr. Leggett added that there was a suggestion for fifth graders to be dismissed with an older sibling. Mr. Weissberg noted that there were recommendations for future sidewalk connections as well. It was also recommended that a designated individual oversee pick-up and drop-off times to ensure the process runs more smoothly.

Mr. Malik provided an update on Memorial. In regard to the architectural design, QA+M is close to 50 percent complete. At the end of the architectural design phase will be a budget estimate, reconciliation, and a third-party estimate. The goal is to be 100 percent by the middle of September, which is a critical date for the design team. Mr. Malik requested scheduling a meeting regarding sharing the building exterior with the committee. Mr. Malik also noted that QA+M's goal is to complete what makes the most sense economically. QA+M have been conducting meetings with the superintendent and the administrators. The next meeting is roughly scheduled for the middle of September.

QA+M will be going to the State in December for the PCR, therefore Mr. Malik stated that he wishes to be done with the approvals by October/November. The goal is to have the planning and zoning application submitted in September. The testing has begun on the septic. The request to add showers to the school has raised some concerns from the design team, because it would add square footage that would impact the educational space. It would also label the space as a DEEP category according to the number of gallons of water per student. Mr. Malik stated that at this point the showers will not be added. Mr. Malik also noted that there have been accommodations made for a temporary shower hook-up in certain toilet rooms. Mrs. Neubig stated that she has reached out with the suggestion of portable showers. The plan is to go forward with the portable showers for emergency shelter purposes. Mr. Collier noted that he will be coordinating with the electrical engineering team to connect additional rooms to the permanent generator. The generator will be connected to major building systems, elevators, emergency lighting, refrigerators, and IT closets.

The committee reviewed the site plan. It was suggested that Mr. Proia review the landscaping plans. Mr. Proia agreed. Irrigation will be taken into consideration as part of the landscaping plans. The linear expanses of concrete along the accessway will ultimately be replaced with asphalt.

The fire code was upgraded to 26 foot wide for outriggers. Mr. Malik will receive approval from the fire marshal.

Because the school is not connected to natural gas, they are limited to using fossil fuels and having an underground storage tank. Oil, propane, and electric generators have all been evaluated. Mr. Collier noted that electric generators for a building this size are not recommended by the engineers, as it will increase the overall electrical demand. Evaluating a propane system would require an underground propane farm; however, there is insufficient space to accommodate one. One of the limitations of the oil-based boiler system is that it runs at a higher temperature. Mr. Collier noted that this is not as efficient of a system as a ground source heat pump, which is the Geothermal option. QA+M had an energy modeler review the site and provide clarification on the federal rebates. The project would have to commit to increasing the budget threshold to accommodate that type of system. Mr. Weissberg asked whether the solar lease could

support the system. Mr. Collier answered that the solar lease that is currently there is not sized to handle the level of demands for a building this size. Mr. Collier said solar could be explored to a greater extent. There is roughly ten years left in the lease on the current system, which is a fifteen-year-old system. Mr. Collier noted that if the committee wishes to continue exploring solar options, the discussion can shift to what an expansion would entail under this type of lease. Regardless, the property must be designed to be solar ready in the future as part of the state process.

Mr. Weissberg asked what the timeline is for QA+M. He also questioned whether contingency could be considered, given that there will be a reimbursement. Mr. Malik stated there must be a contingency fund. Mr. Weissberg stated that the budget currently does not fund Geothermal whatsoever. Mr. Malik explained that there would be one set of estimates on the design development in September/October, and the last estimate would be in the December/January time frame. Mr. Weissberg asked if there was a way to roll the capital costs into operating costs, essentially financing it over time. Mr. Moore noted the importance of staying within the referendum. The committee agreed to bring the situation to the Board. Mr. Collier stated that QA+M will proceed with an oil system and will try to provide supplemental information as requested so a further conversation can be had. If the decision is to pursue a Geothermal system, a revised schedule would have to be evaluated. Mr. Malik stated that there would be an added cost based on any schedule delay.

Mr. Sedensky from O&G stated that they have reviewed the schematic design estimate documentation from QA+M. Mr. Sedensky shared a summary document with the members of the committee, which included the swing space, site work, demo and abatement, building addition, and renovation estimates. He also stated that they are on budget with value engineering options. The next phase will be design development and the estimates will become more precise.

Mr. Malik reviewed the budget with the committee. He noted that the expense that has occurred with the swing space has increased as the project itself increased. Mr. Malik explained that originally there was \$150,000 put aside in the budget for building permits, but that estimate has grown to \$530,000. If he can receive assurance that the original amount is the correct number, then there will be funds saved. In the permitting process, there is an amount put aside for a third-party review, but QA+M has that factored into a separate line item. Mr. Malik stated that the Building Committee should review certain items to determine their necessity. There is \$2.8 million in design contingency. Mr. Malik explained the value management items. He noted that the team will not be using the basement. The first two items are included in the 50% DD design but were not part of the estimate, which was based on a different set of plans. Mr. Weissberg asked whether the two parking lots currently located on the existing parking site could be reclaimed. Mr. Malik answered that it is not being factored in as of right now but can be discussed. Mr. Collier suggested that a review could be conducted to consider using hardscape instead of pavers in front of the existing gym area. Colorized stamp concrete can be explored as an option. Mr. Malik noted that anything in the pending category can be moved to the alternate category. Mr. Weissberg suggested discussing this further at the Building Committee special meeting on Tuesday, August 26. The committee agreed and will review and approve items that can be moved from the pending category to the alternate category. There will be a motion and votes.

Mr. Malik noted that instead of a metal roof there will be a PVC ribbed roof. This will last 30 years and can still accept solar panels. The existing roofing will be reused; this will just be for additional roofing that must be added.

Mrs. Neubig stated that there was a meeting with the Middlefield First Selectman in which he mentioned the hiring of a part-time building official that would be dedicated to the safety complex of the schools. Mr. Collier explained that they just met with that building official and mentioned the topic of a third-party review. The hope is that with the third-party review the permitting fees will decrease.

Mrs. Neubig explained that the RQ/P for commissioning agent and for the owner's project manager went live on Friday, August 18, 2025. The opening will be on September 12. There were no mandatory walkthroughs, but there are links to the feasibility study and Ed Specs. Mrs. Neubig consulted with surrounding towns regarding OPM services and was advised to request hourly rates and limit those hours to an average of 20 per week. The commissioning agent and OPM were reviewed by the attorney. Mrs. Neubig suggested a special meeting with executive session to open the responses on September 12 and then plan potential interviews.

The following invoices were reviewed:

1. Shipman and Goodman, \$772.00 for the O&G contract and the RFQ/P review.
2. Two Brothers Moving, deposit of \$9,772.00 for the moving of the furniture.
3. QA+M, \$157,855.50 for design development and construction administration.
4. CubeSmart, \$240.50 for storage units in Middletown.
5. Bozzuto, \$675.00 for the dumpster at Frank Ward Strong School.
6. Packrat, \$537.98 for the four portable storage units to remove materials out of the hallway.

Mr. Giammatteo made a motion, seconded by Mr. Moore, to approve the six invoices listed above.

In favor of approving the six invoices listed above: Mr. Giammatteo, Mr. Mennone, Mr. Moore, Mr. Overton, Mrs. Petrella, Mr. Weissberg. Motion carried.

Mrs. Neubig explained she is working with a bond advisor to put together an offering statement. This will result in the receipt of \$20 million in Bond Anticipation Notes in October. Mrs. Neubig also noted that the Memorial section of the website will be updated with pictures.

CRHS Tennis Courts

Mr. Proia explained that Nathan Jacobson reviewed the site. They will be providing the committee with three proposals for drainage options. Mr. Proia stated that Nathan Jacobson believes the drainage is sufficient but needs to be reevaluated. There was a section of corrugated PV left out of the design between the JV softball field and the tennis courts, which Mr. Proia believes is the issue. There are four cleanouts that were inspected and cleared. The committee will wait on the proposal from Nathan Jacobson to address the drainage. Mr. Proia stated that he believes the water problem at the varsity field is more toward the scoreboard (center field) than the tennis courts. Mr. Moore noted that if drainage is put in between the tennis courts and the fence it would help in the area as well. Mr. Weissberg stated that the issue should be scheduled for full repair in the late summer/early fall of next year.

CRHS Track

Mrs. Neubig updated the committee that she has not received the final invoice yet. There is a balance of \$6,000 encumbered.

Fire Sprinkler Modifications

Mr. Proia stated that the fire sprinkler modifications are complete. The pump is no longer in operation at Strong School, but the pump house must be filled in. Mr. Weissberg asked what was left in the line item. Mrs. Neubig answered that there is \$20,000 encumbered for Central Systems and is waiting on an invoice. After that, \$137,181 will be left, which can be used to fill in the old pump house. Those funds will remain in capital until the Board votes.

Mr. Giammatteo made a motion, seconded by Mr. Moore, to approve the invoice for Schumack Engineering Construction in the amount of \$15,298.00.

In favor of approving the invoice for Schumack Engineering Construction in the amount of \$15,298.00: Mr. Giammatteo, Mr. Moore, Mr. Overton, Mrs. Petrella, Mr. Weissberg. Motion carried.

Public Comment

None.

Miscellaneous

Mr. Moore suggested that the committee begin to think about the closure of the two buildings and how they will be left. He also questioned whether the Building Committee or the Board will manage the proposals. Mr. Weissberg answered that it will be discussed.

Adjournment

Mr. Overton made a motion, seconded by Mr. Giammatteo, to adjourn the meeting.

In favor of adjourning the meeting: Mr. Giammatteo, Mr. Moore, Mr. Overton, Mrs. Petrella, Mr. Weissberg. Motion carried.

The meeting was adjourned at: 7:07 PM.

Respectfully submitted,
Jennifer Scarrozzo