

Board of Education

**Regional School District 13 September 17, 2025
Building Committee**

The Regional District 13 Board of Education Building Committee met in regular session on Wednesday, September 17, 2025 at 5:00 p.m. in the library at Coginchaug Regional High School.

Committee members present: Mr. Weissberg, Mr. Overton, Mr. Giammatteo, Mr. Cross, Mrs. Dahlheimer, Mr. Moore and Mr. Putnam (via telephone; left at 5:32)
Committee members absent: Mr. Faiella and Mr. Mennone
Board members present: Mrs. Petrella and Mr. Roraback
Administration present: Dr. Leggett, Mrs. Neubig and Mr. Proia
O&G Associates present: Mr. Sedensky and Mr. Hetzler
QA+M Associates present: Mr. Malik

Mr. Weissberg called the meeting to order at 5:00 PM

Pledge of Allegiance

The Pledge of Allegiance was recited.

Approval of Agenda

Mrs. Dahlheimer made a motion, seconded by Mr. Moore, to approve the agenda as presented.

In favor of approving the agenda as presented: Mr. Weissberg, Mr. Overton, Mr. Giammatteo, Mr. Cross, Mrs. Dahlheimer, Mr. Putnam and Mr. Moore. Motion passed unanimously.

Approval of Minutes – August 20, 2025 and August 26, 2025

Mrs. Dahlheimer made a motion, seconded by Mr. Moore, to approve the minutes from the August 20, 2025 and August 26, 2025 meetings, as presented.

In favor of approving the minutes as presented: Mr. Weissberg, Mr. Overton, Mr. Giammatteo, Mr. Cross, Mrs. Dahlheimer, Mr. Putnam and Mr. Moore. Motion passed unanimously.

Memorial Renovation/Expansion

Mrs. Neubig stated there would be an update on the project from O&G industries and QA&M, review of plans from Mr. Malik, concluding with the approval of invoices that would need payment.

Mr. Hetzler from O&G Industries discussed the construction updates thus far.

Mr. Hetzler began with work that was completed at Frank Ward Strong School, which included HVAC balancing and the integration of thermostats with the building management system.
Currently, there are 2 outstanding items on the punch list:

1. Missing caulking in two locations
2. Divider curtain installation: Mr. Hetzler is investigating the delays in installation. The manufacturer identified alignment, possible backstop conflict, and/or wall clearance issues. The divider curtain is now a long-lead item, with a timeline of possibly 7–8 weeks once approved.

Through August, progress focused mainly on Lyman School, where all work needed for student occupancy was completed, including fire alarm and PA testing, with a certificate of completion issued on September 2. A 27-item punch list was developed, 7 related to pending signage deliveries. Of the 21 remaining items, 13 are still open, with major tasks being heat trace installation on piping and landscaping touch-ups, both targeted for completion on September 26. Frank Ward Strong School has three punch list items outstanding. Overall, remaining work is minor, with final closeout expected soon.

Mr. Weissberg discussed working with administration on traffic congestion during the first week of school. Mr. Proia identified that traffic patterns at Lyman were running smoothly. Dr. Leggett identified that the first day pick up/drop off traffic was a little longer at Strong; however, this had improved as the week progressed. Administrators stated students were not coming into school late and that there was less traffic congestion near the high school.

Committee members also praised the work that occurred throughout the summer on preparing the portable classrooms. Members discussed the portable classrooms were greatly improved with fresh paint and many other improvements.

Mr. Hetzler discussed a summary of payment application 2 of the items that are being billed. As of August 31, the contractor is 87.1% complete, with \$297,476 billed this month and \$105,000 remaining to bill, plus \$113,000 in retainage. About \$25,000–\$30,000 of actual work remains. Recent billings included project management, superintendent time, shop drawing closeouts, attic stock turnover, and work at Frank Ward Strong (flooring, thermostats, balancing, punch list progress) and Lyman (flooring, ceilings, skirting, portable classroom setup, walkways, sidewalks, and punch list items). O&G's August staffing cost was \$45,317, while overall project completion is 84.7%, with \$12,006 in O&G staffing costs and \$7,004 retainage outstanding.

Mr. Giammatteo made a motion, seconded by Mrs. Dahlheimer, to approve \$340,409.32 for Payment Application 2 as presented.

In favor of approving \$340,409.32 for Payment Application 2 as presented: Mr. Weissberg, Mr. Overton, Mr. Giammatteo, Mr. Cross, Mrs. Dahlheimer, Mr. Putnam and Mr. Moore. Motion passed unanimously.

Mr. Sedensky from O&G reported on pre-construction progress following approval of the schematic design estimate. The goal is to give the design team enough time to produce complete documents while ensuring O&G has sufficient time to bid and build without delaying the timeline.

An early bid package for demolition and abatement will proceed as planned, with potential separate procurement for long-lead items such as electrical gear (53–80 weeks) and generators.

Mr. Malik established that local approvals are critical, requiring cooperation from local building officials and acceptance of third-party reviews to avoid delays. Otherwise, the process could be extended by 30 days. Mr. Malik established that land use approval documents are being submitted September 19, with review meetings scheduled for October 22 and November 26.

Final construction documents are targeted for 100% completion by December 5, with the PCR submission anticipated around December 18. Cost estimating is underway: design development documents have been issued, with estimates due October 6. Both O&G and an independent estimator will produce estimates, followed by a reconciliation review to ensure accuracy before final approval.

Mr. Weissberg identified that the project is progressing and there are operational elements that still need to be reviewed and discussed, such as the traffic study, drainage report, the drainage design, the septic report, and site plans. Mr. Malik identified the report was expected for tomorrow and it would be part of the package being submitted to Planning and Zoning.

Mr. Malik reviewed that a substantial completion letter had been issued for the swing space (not the full building). Mr. Hetzler identified that a punch list of \$27,000 in outstanding items remains on the swing space. Next month's billing will include a proposal to reduce contractor retainage. In the next month's progress billing, Mr. Hetzler will look to reduce the contractor's health retainage. That can either be down to the value of the punch list, which is only \$27,000, or reduced in half. Committee members were encouraged to provide feedback if there are concerns before next billing.

Mr. Malik discussed the progress of the design models. Currently, there are 2D sets and they will progress to creating 3D models for select spaces, including typical classrooms (Pre-K through Grade 5), Art rooms, cafeteria, key common areas, and exterior renderings. Once they receive feedback and make updates, they will present the models to the Building Committee and full Board of Education, with a goal of presenting models at the upcoming October 8 Building Committee and Board of Education combined meeting.

Mr. Weissberg reiterated the need for the board to review traffic pattern and site plan. Mr. Malik stated the traffic report would be ready to be included in the documents to go to Planning and Zoning and that initial investigation has happened with septic and wells. Committee members discussed having a meeting with the civil engineer to review these reports, in addition to a review of price quote analysis that would establish initial and long-term costs.

Mr. Weissberg also brought up the site plan for allotted parking, ensuring the current stacking plan will avoid congestion for pick up and drop off. A request was made for transportation mode projections for students (bus vs. parent pick-up/drop-off) to validate that the current stacking design is sufficient. Pre-K is mainly parent-driven, while K–5 students are offered district transportation.

Committee members also spoke of the construction impact that this project would have on the community and students. For example, Mr. Overton requested establishing a timeline of when pickleball courts would be renovated so the community is aware and can make plans to use other facilities during the construction period. The committee also spoke of stormwater management, and Dr. Leggett recommended the use of rain gardens that, once installed, students can manage and oversee as part of their curriculum. Lastly, Mr.

Cross and Mr. Proia spoke of potential maintenance issues in tending to landscaping with a designed enclosed courtyard.

Mrs. Neubig reviewed invoices for the committee's approval:

Two Brothers Moving \$1,919.50
K&J Tree \$2,160.00
QAM \$220,916.30
Bozzuto's \$550.00
CubeSmart \$240.50
Moffitt Line \$3,960.00
Two Brothers Moving \$15,440.00

Mrs. Dahlheimer made a motion, seconded by Mr. Giammatteo, to approve the invoices as presented.

In favor of approving the invoices as presented: Mr. Giammatteo, Mr. Cross, Mr. Overton, Mr. Weissberg, Mr. Moore and Mrs. Dahlheimer. Motion passed.

Vote to Approve Payment of Track Invoice

Mrs. Dahlheimer made a motion, seconded by Mr. Giammatteo, to approve the final field turf invoice of \$293,631.00.

In favor of approving the field turf invoice for \$293,631.00: Mr. Giammatteo, Mr. Cross, Mr. Overton, Mr. Weissberg, Mr. Moore and Mrs. Dahlheimer. Motion passed.

Committee members also discussed the availability of the track to the public. Dr. Leggett advised that the track is closed to the public during school hours and school activities. Committee members discussed that signage or policy be consistent and communicated with the public so the community can enjoy the track.

Mrs. Dahlheimer made a motion, seconded by Mr. Moore, that the Building Committee enter into Executive Session for a discussion regarding RFQ/RFP responses for Commissioning Services RFP2025-005 and Owner's Project Manager RFP2025-006.

In favor of entering executive session for a discussion regarding RFQ/RFP responses for Commissioning Services RFP2025-005 and Owner's Project Manager RFP2025-006 and invited Mrs. Neubig, Mr. Proia, Dr. Leggett and Mr. Malik: Mr. Moore, Mrs. Dahlheimer, Mr. Weissberg, Mr. Cross, Mr. Giammatteo and Mr. Overton. Motion passed

Committee entered Executive Session at 6:15 p.m. and returned at 7:17 p.m.

Mrs. Dahlheimer made a motion, seconded by Mr. Giammatteo, that the Building Committee approve BVH, a Salas O'Brien Company as commissioning agent.

In favor of approving BVH, a Salas O'Brien Company as commissioning agent: Mr. Moore, Mrs. Dahlheimer, Mr. Weissberg, Mr. Cross, Mr. Giammatteo and Mr. Overton. Motion passed.

Mrs. Dahlheimer made a motion, seconded by Mr. Giammatteo, to approve a subcommittee including the finance director, facilities manager, and two building committee members to conduct interviews for owner's project manager under RFP 2025-006 to make a recommendation back to the full Building Committee.

In favor of approving a subcommittee including the finance director, facilities manager, and two building committee members to conduct interviews for owners, project manager under RFP 2025-006 to make a recommendation back to the full Building Committee: Mr. Moore, Mrs. Dahlheimer, Mr. Weissberg, Mr. Cross, Mr. Giammatteo and Mr. Overton. Motion passed.

Discuss Building Committee Dates/Times

The Building Committee will schedule to meet on the first and third Wednesday of every month, and revise the schedule as needed.

Public comment

There was no public comment.

Adjournment

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

In favor of adjourning: Mr. Moore, Mrs. Dahlheimer, Mr. Weissberg, Mr. Cross, Mr. Giammatteo and Mr. Overton. Motion passed.

The meeting was adjourned at 7:24.

Respectfully Submitted by Meghan Shortell-Fratantonio