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11:25 AM Jodi Moore, ATC

Regional School District 13 Board of Education November 18, 2026
Building Committee

The Regional District 13 Board of Education Building Committee met in regular session on Wednesday, November 18, 2026 at 5:00 p.m. in the library at Coginchaug Regional High School.

Building Committee Members Present: Mrs. Petrella, Mr. Moore, Mr. Cross, Mr. Dwire (attended virtually), Mr. Giammatteo (attended virtually), and Mr. Putnam
Board of Education Members Present: Mr. Viens
Building Committee Members Absent: Mr. Weissberg, Mrs. Cowan, Mr. Croston, Mr. Overton, and Mr. Simmons
Student Member Present: Siya Patel
Student Member Absent: Jack Quinn
Administration Present: Mr. Proia, Supervisor of Facilities and Grounds and Mrs. Neubig, Director of Finance

O&G Associates present: Mr. Luccarelli, Mr. Cravanzola, and Mr. Petway
QA+M Associates present: Mr. Collier
STV present: Ms. Liska

Mr. Moore called the meeting to order at 5:00 p.m.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Public Comment

There was no public comment.

Approval of Agenda

Mrs. Petrella made a motion, seconded by Mr. Cross, to approve the agenda.

All in favor of approving the agenda as presented: Mrs. Petrella, Mr. Moore, Mr. Cross, Mr. Dwire, Mr. Giammatteo, and Mr. Putnam. Motion passed.

Approval of Minutes – November 4, 2026

Mrs. Petrella made a motion, seconded by Mr. Cross, to approve the November 4, 2026 Meeting Minutes.

All in favor of approving the November 4, 2026 Meeting Minutes as presented: Mrs. Petrella, Mr. Moore, Mr. Cross, Mr. Dwire, Mr. Giammatteo, and Mr. Putnam. Motion passed.

Memorial Renovation/Expansion

A. Construction Partner Updates

Mr. Luccarelli provided an update, reporting that southwest site work is progressing on curbs, sidewalks, light-pole bases, and underground conduits. Binder paving is anticipated for early December, with southeast drainage and electrical/communications conduit work expected to start within the next week or two. Inside, crews are progressing on piers, foundations, storm-pipe hangers, framing, sheathing, and masonry. Gym decking should wrap up in about a week before underground electrical and slab preparation begin. Roof delivery is scheduled for tomorrow, with installation starting Monday.

Mr. Collier reported that updated interior courtyard plans are available for review, with planting, grading, and paving options being priced against a target budget of about $150,000.00. Additionally, playground equipment inventory reports are complete, while surfacing prices are still being gathered. The design team will compare options, including synthetic turf and targeted safety surfacing, to reduce costs, then aim to give direction after the first of the new year.

Lastly, final line-by-line FF&E budgets are expected by the end of the week. The $2.3 million budget is currently projected to be about $13,000 over. The committee generally supported using $15,000.00 from the owner's contingency to cover the furniture and equipment add-alternates, while retaining flexibility to revisit costs after bids. A joint Board of Education/building committee meeting is planned for December 2, followed by state reviews for furniture, equipment, and technology on December 8–10.

Ms. Liska reported that STV and QA+M have continued reviewing O&G's PCOs and finalized Pay Application No. 12. No major issues were identified, and Mr. Lucarelli is incorporating feedback to minimize costs. The owner contingency remains at approximately $997,000.00. The state has approved a payment of about $6.5 million, though the funds have not yet been received. Work has begun on the second state pay application, which is expected to be ready for submission in about one to one and a half weeks.

B. Review and Possible Vote to Approve Change Orders

The committee reviewed the following PCOs for review and approval:

PCO 59	Apply intumescent paint to existing spray insulation throughout the school	$6,983.00
PCO 68	Revise location of the fire alarm control panel (PR 9)	No cost
PCO 69	Remove waterproofing at the frost walls (RFI 107)	$40,926.00 credit
PCO 71	Revise steel supports (RFI 44)	$6,910.00

PCO 74	Add a cellular self-communicator device for the elevator (PR 11)	No cost
PCO 75	Cover temporary toilet costs over the demolition allowance, offset by CF contingency	3,211.71 overage; 0 net project cost
PCO 77	Provide an additional exterior stair tower for gym roof access, charged to CM contingency	$13,392.00
PCO 79	Return of CM contingency funds	$425,000.00 return

Mr. Cross made a motion, seconded by Mr. Putnam, to approve PCO 59, PCO 68, PCO 69, PCO 71, PCO 74, PCO 75, PCO 77, and PCO 79 as presented by O&G industries.

All in favor of approving PCO 59, PCO 68, PCO 71, PCO 74, PCO 75, PCO 77, and PCO 79 as presented by O&G industries: Mrs. Petrella, Mr. Moore, Mr. Cross, Mr. Dwire, Mr. Giammatteo, and Mr. Putnam. Motion passed.

C. Vote to Approve Invoices

Mrs. Neubig presented the following invoices for approval:

Weston & Sampson	Invoice 26111008- Phase C construction inspections	$1,350.00
QA+M	Invoice 18400-Construction administration	$45,912.68
DACCO	Invoice 39695-October	$25,458.30
O&G	Payout 12	$3,699,084.49

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

All in favor of approving the invoices as presented: Mrs. Petrella, Mr. Moore, Mr. Cross, Mr. Dwire, Mr. Giammatteo, and Mr. Putnam. Motion passed.

CRHS Tennis Courts

Mr. Proia reported that the district received a $35,000.00 USDA grant toward the $70,000.00 tennis court resurfacing project and has hired a contractor. Work is expected to begin in May, though an earlier start may be possible if weather permits. The committee will assess the courts after winter before deciding whether interim repairs are needed, taking spring sports schedules and student access into account. The district will seek reimbursement for the grant's share after the work is complete.

Public Comment

There was no public comment.

Adjournment

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

All in favor of adjourning the meeting: Mrs. Petrella, Mr. Moore, Mr. Cross, Mr. Dwire, Mr. Giammatteo, and Mr. Putnam. Motion passed and the meeting adjourned.

Respectfully submitted by Meghan Shortell-Fratantonio