Board of Education **Regional School District 13** **October 15, 2025**
Building Committee

The Regional School District 13 Board of Education Building Committee met in regular session on Wednesday, October 15, 2025 at 5:00 p.m. in the library Coginchaug Regional High School.

Committee Members Present: Mr. Weissberg, Mr. Overton, Mr. Cross, Mr. Giammatteo, Mr. Putnam, Dahlheimer, Mr. Mennone, Mr. Moore and Mrs. Petrella
Board member present: Mr. Roraback
Administration present: Dr. Leggett, Superintendent of Schools; Mrs. Neubig, Director of Finance and Mr. Proia, Supervisor of Facilities and Grounds
O&G Associates present: Mr. Cravanzola, Mr. Sedensky and Mr. Hetzler
QA+M Associates present: Mr. Collier, Mr. Malik and Ms. Esmanta

Mr. Weissberg 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

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

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

Approval of Minutes-September 17, 2025 and October 1, 2025

Mr. Giammatteo made a motion, seconded by Mrs. Dahlheimer, to approve the September 17, 2025 and October 1, 2025 minutes as presented.

All in favor of approving the September 17, 2025 and October 1, 2025 minutes as presented: Mr. Weissberg; Mr. Overton, Mr. Cross, Mr. Giammatteo, Mr. Putnam, Mrs. Dahlheimer, Mr. Mennone, Mr. Moore and Mrs. Petrella. Motion passed.

Memorial Renovation/Expansion

A. Project Update

Mr. Hetzler provided an update on the completion of punch list items at the Strong and Lyman swing spaces. The punch list at Strong is complete with the exception of the gym dividing curtain. The punch list at Lyman is nearly complete with the exception of signs and changing out diffusers.

A discussion was held on the divider curtain/partition solution for the Strong swing space gym, with the committee approving the design team to work with administration on a proposal to install a portable windscreen and net divider.

Mr. Malik and Mr. Collier provided an update on the Memorial School renovation and addition project, highlighting site circulation, new playground layouts, emphasizing designated pre-K and K fenced playground areas, entrance design improvements, roofing plans, and interior floor plans. Board members discussed fencing options to prevent equipment from the other playgrounds that would cross into the pre-k and K playgrounds. The design team discussed a mix of wood chips and a rubberized surface for the pre-K and K areas.

The design team discussed the approach to the roof system, proposing to maintain the existing standing seam metal roof where possible and use a PVC membrane for new flat roof areas. The existing metal roof by Garland Roofing has a 35-year warranty, though it expires two years before the state's required 20-year minimum for renovation projects. Committee members emphasized the importance of having a single roofing manufacturer warranty for the entire building.

The committee also discussed the existing large tree in the courtyard, expressing concerns about its long-term maintenance and impact on the building. The consensus was to have the facilities team evaluate the tree and make a recommendation on whether it should be removed.

The committee revisited the roof design options for the new academic wing.

The design team recommended a transition from a sloped metal roof to a flat roof with an equipment screen. Committee members supported the flat roof approach; however, members noted the appearance from the playground and pre-K drop-off should remain attractive, but the overall visibility for the back academic wing is limited. The design team is going to proceed with developing the back academic wing as a flat roof design with appropriate equipment screening and façade refinements.

The design team reviewed the floor plans of the first and second floor. Mr. Malik indicated that discussions with faculty and staff concluded with positive feedback. Mr. Malik established grades 2–5 will have lockers in hallways instead of cubbies inside classrooms. Grades 3–5 requested sinks in classrooms; these will be included as an alternate in the project scope. The design includes "airport style" bathrooms for the second floor that will allow supervision and access to sinks for students in grades 3-5. Other floor plan discussions included a renovated main office, cafetorium space, media center, and gym that can be utilized for large school assemblies.

Ms. Espanta presented an update on the progress of the interior design so far. The overall theme is to incorporate geometric shapes and linear forms to create a simple, cohesive aesthetic. The color palette consists of predominantly neutral tones with select pops of color that vary by space. The design team is utilizing finishes that provide durability, easy maintenance, and safety for students, staff, and visitors.

Mr. Malik stated that the next meeting will be to review the mechanical and electrical needs and issues that need to be addressed. The project is progressing to Phase 2: demo, abatement, and switchgear. The PCR will require approvals from the Building Committee and Board of Education before going to the state. The design team emphasized the need to be *as close to 100% complete as possible* for the state review in December, though refinements can continue after submission.

The Building Committee also discussed the scope of emergency power coverage and whether the building is designed to serve as an emergency shelter for the community. The current design includes a partial generator that powers life safety systems (emergency lighting, alarms), the elevator, kitchen equipment necessary for basic food service, and data/security infrastructure. It is not designed as an official emergency shelter, rather can be used as a warming center.

The Town of Middlefield expressed interest in potentially designating the new building as an emergency shelter. Mrs. Dahlheimer stated the Durham Community Center currently serves as the primary shelter for that town. Members noted concerns about officially labeling an elementary school as a community shelter, as it could interfere with school operations. The design includes infrastructure for portable showers, which could accommodate limited emergency use if needed. Cooling systems (chillers) are not included in the current generator capacity. Expanding generator coverage to include full-building or HVAC systems would require a significantly larger generator, substantial cost increase and significant schedule delays.

It was determined that the design team will provide cost comparisons between the current partial generator design and a potential full-building generator. Electrical drawings will be updated to clearly show which systems and spaces are supported by emergency power.

B. Vote to Approve Potential Change Orders

PCO #1	Wiring Replacement	PCO #1 ($12,950)
PCO #2	Remote Power Panel Addition	PCO #2 ($0 Change)
PCO #3	Lease Adjustment	(-$133,251)
PCO #4	Permit Cost Adjustment	(-$9,000)

Wiring Replacement – PCO #1 ($12,950)

The existing wiring in the Lyman building, installed approximately 22 years ago, was Romex cable, which no longer meets current code requirements. Following discussions with the building department and project leadership, the decision was made to replace all Romex wiring with MC cable, bringing the installation up to code. This cost represents an unforeseen condition and was treated as a change in scope.

Remote Power Panel Addition – PCO #2 ($0 Change)

A remote power panel was added to accommodate the service inspection and allow Eversource to energize power prior to the arrival of the portable classroom units.
The cost of $15,000 was absorbed within the Construction Manager (CM) contingency—resulting in no change to the GMP.

Lease Adjustment – PCO #3 (-$133,251)

During trade contractor buyout, the full lease term for the portable classrooms had been included to expedite delivery. Those lease-related funds were credited back to the Building Committee once the direct lease agreement was finalized and executed by the district.

The refund of $133,251 will be applied toward ongoing lease payments and the removal of the units at project completion.

Additionally, the contractor identified and removed an unnecessary $200 per month administrative fee, further benefiting the project budget.

Permit Cost Adjustment – PCO #4 (-$9,000)

Actual building permit costs came in lower than originally estimated in the GMP.
The savings are credited back, reducing the overall project cost.

Mr. Mennone made a motion, seconded by Mr. Giammatteo to approve change orders, PCO1 for $12,950; PCO2 for $0; PCO3 for negative $133,251; and PCO4 for negative $9,000.

All in favor of approving the change orders PCO1 for $12 ,950; PCO2 for $0; PCO3 for negative $133,251; and PCO4 for negative $9,000 as presented: Mr. Weissberg, Mr. Overton, Mr. Cross, Mr. Giammatteo, Mr. Putnam, Mrs. Dahlheimer, Mr. Mennone, Mr. Moore and Mrs. Petrella. Motion passed.

C. Vote to Approve Invoices

The progress billing through September reflects a reduction in retainage from 5% to 2.5% on completed work. Approximately $220,000 remains to be billed, not including retainage and pending adjustments for change orders. O&G's billing for September is $4,600, representing 5.8% of the remaining CM fee. The October billing cycle will incorporate the remaining change orders, and no further retainage reductions are anticipated until project closeout. The final contract amount is expected to be presented with the November progress billing in December.

Mrs. Neubig presented the following invoices for approval:

O&G Industries	$61,846.16
Town of Middlefield-third-party engineering review related to the P&D application	$9,000
Northeast Door and Security	$920.25
QA&M Architects	$426,071.61
American Alarm	$4,162.66
Eversource	$369.69
CubeSmart	$240.50
Mobile Modular	$3,869.00
Bozzuto's Refuse	$500 (Lyman), $550 (Strong), and $1,050 (Memorial)

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

All in favor of approving the invoices as presented: Mr. Weissberg; Mr. Overton, Mr. Cross, Mr. Giammatteo, Mr. Putnam, Mrs. Dahlheimer, Mr. Mennone, Mr. Moore and Mrs. Petrella. Motion passed.

Tennis Courts and Drainage Study

Mr. Proia reviewed the existing conditions of the tennis courts and recommended the committee to budget to rebuild the courts next year, approximately $359,000. Mr. Overton established there was no groundwater within four or five feet of the surface of the courts. Inspection was done on the entire perimeter. All of it appears to be intact and everything seems to be functioning properly. Dr Leggett recommended speaking with town crews and having both town crews involved with the project.

Committee Vacancies

Mr. Mennone presented Mr. Faiella's resignation from the Building Committee. Mr. Mennone recognized Mr. Faiella's work on the committee in advancing projects. The Board accepted Mr. Faiella's resignation. Dr. Leggett has asked for people to join committees. The Building Committee would be looking for a Durham resident as well as advisory, non-voting student members to join the committee.

Public Comment

There was no public comment.

Adjournment

Mrs. Dahlheimer made a motion, seconded by Mr. Moore, to adjourn.

All in favor of adjourning: Mr. Weissberg, Mr. Overton, Mr. Cross, Mr. Giammatteo, Mr. Putnam, Mrs. Dahlheimer, Mr. Mennone, Mr. Moore and Mrs. Petrella. Meeting adjourned.

Respectfully Submitted by Meghan Shortell-Fratantonio