

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

Committee Members Present: Mr. Weissberg, Mr. Dalles, Mr. Overton, Mr. Cross, Mr. Giammatteo, and Mr. Putnam

Committee Members Absent: Mr. Dwire

Board of Education Members Present: Mr. Moore, Mrs. Cowan, Mr. Roraback, Mrs. Petrella, Mr. Simmons

Administration Present: Dr. Leggett, Superintendent of Schools; Mr. Proia, Supervisor of Facilities and Grounds, and Mrs. Neubig, Director of Finance

O&G Associates present: Mr. Sedensky, Mr. Cravanzola, Mr. Boyle and Ms. Purcell

QA+M Associates present: Mr. Collier and Mr. Malik

STV present: Ms. Liska

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. Cross made a motion, seconded by Mr. Overton, 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, Mr. Moore, Mrs. Cowan, Mrs. Petrella, and Mr. Simmons. Motion passed.

Approval of Minutes – December 3, 2025 and December 8, 2025

Mr. Cross made a motion, seconded by Mr. Giammatteo, to approve the December 3, 2025 and December 8, 2025 meeting minutes as presented.

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

Mrs. Cowan abstained. By majority vote, motion passed.

Memorial Renovation/Expansion

A. Project Update

O&G provided an update on the demolition and abatement phase (Phase 2) of the project. The state of Connecticut has approved moving forward, and bidding documents will be finalized soon for subcommittee review. Updated construction documentation (CDs) and third-party code review sets have been received, with 100% CDs expected shortly. Estimates are being reconciled between the consultants and ONG, targeting January 9 for completion. Upcoming meetings are planned to address budget, estimate reconciliation, and approvals leading up to the state PCR.

Additionally, the team discussed electric vehicle (EV) charging stations required by Middlefield Planning and Zoning. Two stations will be installed with infrastructure for potential future expansion. Charging may be paid, with card readers for employees or users, avoiding free, unrestricted access to limit costs and administrative burden. Rate structures and vendor options were discussed, and the district will manage the equipment while allowing for future metering or paid access as needed.

O&G also established that Ms. Purcell, who previously served as reconstruction manager, has returned from a leave and will now take the lead on Phase 2 contract work and overall project management, given her familiarity with the swing space and ability to dedicate more time than the current overlap with Mr. Sedensky. The team anticipates sharing public-facing project visuals and progress updates by February, once design review and approvals (VCRs) are completed.

Lastly, the design team reported on site testing, in which coring and boring were conducted around the pickleball court area, revealing higher than expected ledge levels. Adjustments are being made to the systems to address these findings, with fencing secured to prevent liability issues.

B. Approval of PCO Phase 1 Close out

Three PCOs were presented for approval for the close out of Phase 1. They are as follows:

PCO 9	Replace portable one toilet and revise the heat trace material	-\$5,679.00
PCO 10	Delete the ceiling hung gym divider curtain and furnish volleyball net system and tarp	-\$7,737.00
PCO 11	Return unused Phase 1 CM contingency	-\$45,314.00

Mr. Cross made a motion, seconded by Mr. Giammatteo, to approve PCO 9, PCO 10, and PCO 11 for Phase 1 close out.

All in favor of approving PCO 9, PCO10, and PCO 11 for Phase 1 close out as presented: Mr. Weissberg, Mr. Overton, Mr. Cross, Mr. Giammatteo, Mr. Putnam, Mr. Moore, Mrs. Cowan, Mrs. Petrella, and Mr. Simmons. Motion passed.

C. Approval of Invoices

Mrs. Neubig presented the following invoices for approval.

17624	QA&M	\$408,302.66
11/27-12/26/25	Mobile Modular-December	\$3,554.00
27520	DATTCO	\$16,339.20
51897580163	Eversource	\$611.93
131120	CubeSmart	\$272.00
612504423	Salas O'Brien (BVH)	\$7,222.80
12065	TPC Associates	\$836.94
O&G #1	30% for pre-con billing	\$55,500.00

The committee discussed details behind two of the invoices up for approval. For O&G, the 30% pre-construction billing reflects a portion of a \$185,000 lump-sum construction fee that covers pre-construction services across multiple phases, including Phase 1 and Phase 2 estimating, schematic design, design development, construction documents, and preparation of bid packages. Because the contract does not include a formal monthly billing schedule, the amount was prorated based on the level of effort completed to date.

For QA&M, the invoice represents approximately 70–75% completion of construction documents, along with previously approved additional services. These additional services included structural work, hazardous materials abatement, and some Phase 1-related work. The billing reflects progress as of last month, with full (100%) construction documents expected to be completed the following day. No further questions were raised regarding the invoices.

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

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

The Building Committee reviewed the anticipated construction timeline, noting that demolition and abatement (Phase 2) are expected to begin around March 1 following bidding and procurement, with mobilization for the main construction phase targeted for May 1. The district remains focused on staying on schedule, within budget, and meeting the overall project completion goal.

Logistics planning for upcoming phases is underway. Phase 2 will require limited logistics due to the unoccupied site, with fencing and basic site controls included in the bid. Phase 3 logistics will be more fully developed but will still benefit from the building being vacant, simplifying safety and access management. The committee emphasized the importance of proactively communicating construction impacts to the public, including what neighbors may see from the street and any potential disruptions. A

“good neighbor” information flyer and website updates were suggested to provide contact information and manage community feedback.

The committee also discussed early procurement of long-lead equipment such as switchgear and generators. Although lead times have improved, early ordering is still considered prudent to avoid delays later in the project, even if temporary storage becomes necessary. The meeting concluded with appreciation for the project team’s efforts, acknowledgment of smooth progress on swing space planning, and recognition that further subcommittee discussions on value engineering and proposals will continue.

Discussion of Goals for CRHS Field House

The committee discussed the future use and long-term vision for the fieldhouse, which was originally built as a shell with bathrooms and storage. Members agreed that while locker rooms and showers are likely unnecessary, the space could potentially include a trainer’s area, a dedicated team room, improved storage organization, and possibly an upgraded concession area. Currently, parts of the building are used for storage and shelter during inclement weather, and minor upgrades such as door replacements are planned.

There was broad agreement that establishing a clear vision is necessary before pursuing funding, and that input should come from primary users, including the athletic department, coaches, and student-athletes. A student representative emphasized the importance of maintaining storage capacity while suggesting a modest team room for displays, records, or banners. Budget constraints were acknowledged, with leadership noting this is an especially difficult budget year, so any improvements would need to be phased over time or supported through alternative funding sources.

The discussion also highlighted concerns about the current concession setup, including health and safety limitations. Ideas included incorporating concessions into the fieldhouse using existing plumbing, counter-height windows, and modern equipment to avoid costly fire-suppression systems. The committee agreed to keep the fieldhouse on the agenda in future meetings to gradually develop a practical, phased vision that balances functionality, safety, and financial realities.

Public Comment

There was no public comment.

Adjournment

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

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

Respectfully submitted by Meghan Shortell-Fratantonio