

RIVERSIDE SCHOOL BUILDING COMMITTEE

Organizational Meeting

Wednesday, March 18th, 2026 | 7:30 AM ET

MEETING ATTENDANCE

Attendee	Position	Present	Absent
Officers			
Stephan Pezdek	Chair	In Person	
Luigi Ghilardi	Vice-Chair	In Person	
Bryan Finkel	Secretary	Zoom	
Voting Members			
Paul Cappiali	BOE Member	Zoom	
Ben Chynsky	Regular Member		Absent
Louis Contadino	Regular Member	In Person	
Andy Duus	Regular Member	In Person	
Doug Fenton	BET Member	In Person	
Christina Lyndon	Regular Member	In Person	
Ex-Officio / Non-Voting Members			
Veronica Chiavaroli	FSAAC4PWD	In Person	
Julian De La Rosa	BOE Facilities		Absent
Christina Downey	RTM Representative	Zoom	
Nicholas Macri	P&Z Representative	Zoom	
Jason Martin	Riverside School Principal		Absent
Lauren Rabin	BOS Representative	Zoom	
Sheel Spina	DPW Representative		Absent
Guests			
Lisa Yates		Zoom	
Chris Cykley		Zoom	

MEETING MINUTES

Item	Topic	Description
1.00	Call to Order	<ul style="list-style-type: none"> Meeting called to order at 7:33 AM ET
2.00	Attendance	<ul style="list-style-type: none"> As noted above
3.00	Housekeeping	<ul style="list-style-type: none"> Mr. Pezdek noted that this will be a shorter meeting than normal to accommodate a walking tour of the building for committee members in attendance Mr. Finkel raised the topic of content and detail on the committee's website and the desire to incorporate more detail as the process unfolds
4.00	Approval of Prior Meeting's Minutes	<ul style="list-style-type: none"> Mr. Finkel noted changes made to the attendance list from the draft minutes circulated to the committee Motion to approve prior meeting minutes approved by unanimous consent
5.00	Matters Raised at Prior Meeting	<ul style="list-style-type: none"> Discussion with other building committee chairs (current and former) <ul style="list-style-type: none"> Mr. Pezdek noted the discussion of the need for transparency in the committee process, and acknowledged that future decisions will to be adequately documented and disclosed Mr. Fenton raised the topic of delays faced by other projects in navigating the Fire Marshall's approval process. Mr. Macri noted that this approval process is being standardized and that the process is significantly far away from needing to engage that office. Mr. Pezdek suggested socializing it with them when the committee has a schematic design in hand Architect RFP: Ms. Downey asked about the timeline for distribution of the Architect RFP. Mr. Pezdek gave an update on timing and noted that the intention is for the committee to review ahead of the March 25th meeting, and then discuss in Executive Session and vote in the meeting. The goal remains to distribute the RFP to candidates by early-April Owners' Representative RFP: Mr. Pezdek noted that a digital copy of the draft, which is largely a boilerplate document, is available for committee members' review
6.00	New Matters	<ul style="list-style-type: none"> No new matters raised for discussion
7.00	Open Discussion	<ul style="list-style-type: none"> Ms. Lyndon and Mr. Contadino both raised the topic of a Property Condition Report and when previous work has been done on the building that required such a report to be produced. Ms. Lyndon noted that this is something that the architects should have as it could materially impact their proposals <ul style="list-style-type: none"> Mr. Pezdek noted that the last major renovation was in 1996 Ms. Downey noted that HVAC work was done "some time in the early-2000s" Ms. Chiavaroli noted that Dan Watson (GPS Director of Facilities) is the right person with whom to raise the topic Mr. Macri noted the last building permit was pulled in 2021 for AC units, and will send Mr. Pezdek a full list of permits pulled in the past
8.00	Adjournment	<ul style="list-style-type: none"> Motion to adjourn approved by unanimous consent at 7:52 AM ET