

RIVERSIDE SCHOOL BUILDING COMMITTEE

Regular Meeting

Wednesday, June 10th, 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	In Person	
Voting Members			
Veronica Chiavaroli	BOE Representative	In Person	
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	Zoom	
Ex-Officio / Non-Voting Members			
Julian De La Rosa	BOE Facilities	Zoom	
Christina Downey	RTM Representative	In Person	
Nicholas Macri	P&Z Representative	Zoom	
Jason Martin	Riverside School Principal		Absent
Lauren Rabin	BOS Representative	Zoom	
Sheel Spina	DPW Representative		Absent
Guests			
Eugene Watts	Guest	In Person	
Chris Mitchell (Arcadis)	Guest	Zoom	

MEETING MINUTES

Item	Topic	Description
1.00	Call to Order	<ul style="list-style-type: none"> Meeting called to order at 7:31 AM ET by Mr. Pezdek.
2.00	Attendance	<ul style="list-style-type: none"> As noted above
3.00	Housekeeping	<ul style="list-style-type: none"> Mr. Pezdek thanked committee members for submitting their contact info
4.00	Approval of Prior Meeting's Minutes	<ul style="list-style-type: none"> Approved with unanimous consent, subject to a correction suggested by Mr. Fenton prior to the meeting directly to Mr. Finkel
5.00	Matters Raised at Prior Meeting	<ul style="list-style-type: none"> Upcoming BOE Presentation – Architect Selection: <ul style="list-style-type: none"> Mr. Ghilardi and Ms. Chiavaroli will present to the Board of Education at CMS at 8:00 PM The committee discussed the scope of what may be shared publicly at the presentation. While Ms. Chiavaroli noted that comparative costs may be referenced, as well as relative rankings from the evaluation process, Ms. Downey noted that the committee's rankings should not be referenced, given the confidential nature of the results.
6.00	New Matters	<ul style="list-style-type: none"> Owner's Representative ("OR") Selection: <ul style="list-style-type: none"> The committee discussed the need to commence a selection process for an Owner's Representative. A template RFP exists and is not expected to require significant modification. Mr. Pezdek proposed that a subgroup take a first pass at the document. The committee discussed the role of the OR, including financial responsibilities, construction management, and state reimbursement. Given QA+M Architecture's expertise in state reimbursement, the committee may be able to underweight that function when evaluating OR candidates. The committee agreed that a fixed-fee engagement is inadvisable; the template structures fees on a billable-hour basis. The committee agreed to have the subgroup review the RFP template and return to the topic in executive session at the next meeting. OR subgroup volunteers: Ms. Downey, Ms. Lyndon, and Mr. Pezdek. Funding for the OR role is not currently budgeted; it will be needed in the next fiscal year. Mr. Fenton noted that \$600,000 is available and will research further; Mr. Pezdek noted that this amount carries the project through the Municipal Improvement and slightly beyond.
7.00	Open Discussion	<ul style="list-style-type: none"> Water & Infrastructure: <ul style="list-style-type: none"> The committee discussed water pressure as a potential concern for the project, noting that fire suppression requirements raised issues at CMS. Mr. Macri noted that a water demand test is approximately 12 months out, and that the appropriate timing will be determined based on whether renovation or new construction is chosen. Architect Contract: <ul style="list-style-type: none"> The committee discussed next steps in the event the Board of Education approves the architect at its upcoming vote. Upon approval, the committee would proceed to contract. The committee discussed engaging Shipman & Goodwin as outside counsel given their prior experience on the OG and CMS projects. Mr. Watts confirmed that Shipman & Goodwin is already engaged as town counsel and no RFP is required. Mr. Pezdek will work to resolve the matter of legal engagement and report back at the next meeting.
8.00	Adjournment	<ul style="list-style-type: none"> Motion to adjourn made by Mr. Duus, seconded by Ms. Chiavaroli; adjourned at 8:10 AM ET.