

RIVERSIDE SCHOOL BUILDING COMMITTEE

Regular Meeting

Friday, September 11th, 2026 | 7:30 AM ET

Riverside School – Media Center | 90 Hendrie Ave, Riverside, CT 06878 | Hybrid: In Person and via Zoom

MEETING ATTENDANCE

Attendee	Position	Present	Absent
Officers			
Stephan Pezdek	Chair	Zoom	
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		Absent
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		Absent
Christina Downey	RTM Representative	In Person	
Nicholas Macri	P&Z Representative	In Person	
Mary Dolan Collette	Riverside School Principal	In Person	
Lauren Rabin	BOS Representative		Absent
James Michel	DPW Representative	Zoom	
Project Team			
Rusty Malik	QA+M Architecture	Zoom	
Julia McFadden	QA+M Architecture		Absent
Mike Lane	QA+M Architecture	Zoom	
Guests			
Chris Cykley	MGMT Construction & Consulting	Zoom	
Brent Reeves	GPS Director of Security	Zoom	
Ben Branyan	GPS CFAO	Zoom	

MEETING MINUTES

Item	Topic	Description
1.00	Call to Order	<ul style="list-style-type: none"> A quorum having been reached, the meeting was called to order at 7:38 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"> Meeting Notices: Mr. Finkel noted that where a holiday falls on a Monday, the following meeting will be noticed on the prior Friday so that the meeting is not missed. Shipman & Goodwin Invoice: Mr. Pezdek reported a second invoice of \$2,678 from Shipman & Goodwin for assistance with the QA+M contract negotiations. As the item was not on the posted agenda, motion to add it to the agenda made by Mr. Fenton, seconded by Mr. Duus; approved with unanimous consent. Motion to approve the invoice made by Mr. Fenton, seconded by Mr. Duus; approved with unanimous consent.
4.00	Approval of Prior Meeting's Minutes	<ul style="list-style-type: none"> The September 2nd draft minutes had been circulated in advance and no further changes were requested. Motion to approve made by Ms. Chiavaroli, seconded by Mr. Duus; approved with unanimous consent. Mr. Duus thanked the Secretary for condensing the minutes and asked that this framework serve as the template for future minutes drafts
5.00	Matters Raised at Prior Meeting	<ul style="list-style-type: none"> Mr. Pezdek noted that the matters carried from the September 2nd meeting are addressed in the cost build-up analysis and the existing conditions and facilities report, and turned the item over to Mr. Malik
6.00	Architect Report-Out – Cost Build-Up Analysis	<ul style="list-style-type: none"> Cost Narrative: Mr. Malik reported that QA+M, working from a breakdown provided by Mr. Fenton and Mr. Finkel, has prepared a narrative bridging the prior study budget to the current Renovate-as-New estimate. A first draft was circulated in advance of the meeting. Further work is required on the site category, where the prior study carried utility costs developed without field testing. Estimate Refinements: Mr. Malik reviewed adjustments made since the prior meeting, including a reduction in the size of the new addition classrooms, the addition of security glazing, and revisions to the design contingency and escalation assumptions, with the same parameters applied to the New Construction estimate. He also noted the allowance carried in soft costs for furniture, furnishings, equipment and technology may be reduced to the extent those items are funded through ongoing Board of Education appropriations. All figures remain preliminary and subject to further refinement. Committee Direction: Mr. Finkel will circulate a bridge from the original estimate to the current figures, with soft costs separated out, following further review with QA+M.
7.00	Architect Report-Out – Existing Conditions & Facilities Report	<ul style="list-style-type: none"> Distribution: Mr. Malik reported the draft report was to have been circulated the prior evening and will be sent today, with a fuller discussion to follow at the next meeting. Outstanding Item: Additional diligence remains on the security component of the report. Findings: The report records existing conditions observed in QA+M's field investigations and on-site meetings. Mr. Malik reported the building has good bones but carries numerous issues arising from aging infrastructure and systems. Priority Ratings: Conditions are rated priority one through five. Mr. Malik cautioned that a priority two rating means the work must be completed within two to three years, which falls within the design period, and should not be read as deferrable. Mr. Pezdek noted that scope removed from other Town building projects has had to be funded afterward through state-of-good-repair budgets, which cannot be bonded in the same manner as a capital project.

8.00	Owner's Representative RFP Status	<ul style="list-style-type: none"> Mr. Pezdek reported that members have begun reviewing the responses received and that the committee is targeting September 30th for completion of scoring, ahead of coming together later this month to review the responses. Before the committee's scoring approach was discussed, the committee moved into Executive Session
9.00	Executive Session to Discuss Owner's Representative Scoring Rubric	<ul style="list-style-type: none"> Executive Session to discuss the Owner's Representative RFP response scoring rubric. Motion to enter Executive Session made by Mr. Fenton, seconded by Mr. Duus; approved with unanimous consent. Motion to invite the QA+M team to remain for the Executive Session made by Ms. Chiavaroli, seconded by Mr. Duus; approved with unanimous consent. The committee entered Executive Session at 8:09 AM ET and returned to open session at 8:23 AM ET. No votes were taken in Executive Session
10.00	Discussion of Project Direction	<ul style="list-style-type: none"> Project Direction: Members continued the discussion of Renovate-as-New versus New Construction, noting the complexity of a decision in which several governing bodies may need to weigh changes in scope against potentially significant changes in budget, as well as the disruption to the educational experience of the school population that would live through the process. Mr. Duus stated that, with the two estimates now close, his own view has shifted toward new construction, citing the greater risk of unforeseen conditions and the longer schedule associated with renovation. Chairman's Summary: Mr. Pezdek stated the committee must continue to refine the cost estimates and design implications, reach a common understanding of the goals for the building, and be able to articulate the rationale for the direction chosen; he expects the committee will need several more weeks before it is ready to decide.
11.00	Matters for Next Meeting	<ul style="list-style-type: none"> The next meeting will be held on Wednesday, September 16th at the committee's regular time and location; the committee will review the existing conditions and facilities report and continue the discussion of project direction and the refined cost estimates
12.00	Adjournment	<ul style="list-style-type: none"> Motion to adjourn made by Ms. Chiavaroli, seconded by Mr. Duus; approved with unanimous consent. The committee adjourned at 8:27 AM ET