

SOUTH KINGSTOWN SCHOOL BUILDING COMMITTEE MEETING MINUTES

Kate Macinanti
Chair
Brian Mahoney
Vice-Chair
Brian Silvia
Member
Lucas Murray
Member
James Manni
Town Manager



Terry Lynch
Member
Chip McGair
Member
David Palazzetti
Member
Michael Podraza
Superintendent

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EVENT DETAILS

TOPIC:	School Building Committee - Regular Meeting
DATE/TIME:	November 06, 2025 – 6:00 PM
LOCATION:	Town Council Chambers, 2 nd Floor, 180 High Street, Wakefield, RI
LIVESTREAM:	https://www.youtube.com/@sksbc
PUBLIC COMMENT:	-

MEETING MINUTES

Item	Topic
1.	<p>Call to Order/Roll Call:</p> <p>The meeting was called to order at 6:00 PM</p> <p>Members present: Brian Silvia, Michael Podraza, Terry Lynch, Liam Lynch, James Manni, David Palazzetti, Bob Littlefield, Representative from Leftfield, SLAM Collaborative & Gilbane.</p>
New Business Items:	
2.	<p>Public Correspondence:</p> <ul style="list-style-type: none"> Bob Littlefield mentioned a community member inquired about the green privacy mesh on the site fencing. Clarification was provided that the mesh is temporary and will remain throughout the construction, not as a permanent feature
3.	<p>Discussion/Update: Overall New SKHS Project Updates</p> <p>Project Schedule & Permitting</p> <ul style="list-style-type: none"> The project is currently in the final phase of bidding, with bid packages scheduled for award in January by Town Council. Construction is underway, and the substantial completion date remains July 2027. The application for the building permit is expected to be submitted on Monday i.e., 10th November 2025. Active coordination is ongoing with the Building Department, Union Fire District, and third-party plan reviewer in preparation for permit review and a kickoff meeting. <p>Bidding & RIDE Milestones</p> <ul style="list-style-type: none"> Remaining construction package bids will be received in mid-December. Recommendations will be made to the Building Committee in early January, followed by Town Council approval of GMP #2. RIDE milestones remain on schedule: <ul style="list-style-type: none"> 60% Construction Documents approval anticipated by the end of this month. Demolition and site stabilization package approval targeted for early December.

	<p>Construction Update (Presented by Justin Jones, Clerk of the Works)</p> <ul style="list-style-type: none"> • Foundation installation continues, including installing rebar for strip footings. • Concrete trucks have been arriving daily for footing concrete work. • Foundation sequencing is proceeding west to east, beginning in Area A, the three-story classroom wing. <p>Progress Details</p> <ul style="list-style-type: none"> • Street work is nearing completion, including: <ul style="list-style-type: none"> ○ Water line connection by the utility company (now complete). ○ Tie-ins for the sewer and water lines, expected to be completed within days. <p>Upcoming Work</p> <ul style="list-style-type: none"> • Continued site work, installation of underground utilities, and drainage structures. • Foundation work will continue through late December/early January. • Steel delivery and erection of the superstructure is anticipated to begin January 13. <p>Inspection Responsibilities</p> <ul style="list-style-type: none"> • Inspections of concrete, rebar, etc., are handled by a third-party special inspections and materials testing agency, contracted through the town as part of project costs. <p>Abutter Communications & Vibration Concerns</p> <ul style="list-style-type: none"> • Correspondence was received from neighbors on Branch Street, Oak Street, and Hope Court regarding vibration impacts. • The concerns mainly related to recent vibratory compaction activities, which have since subsided. • Complaints were made through the Building Department, which then forwarded them to Leftfield. • Actions taken: <ul style="list-style-type: none"> ○ Certified letters sent offering pre-condition surveys to properties not originally on the list. ○ Some homeowners accepted; some did not respond. ○ Gilbane swapped out rollers on compactors to reduce vibration. ○ Vibration monitoring was ongoing during work; no exceedances of allowable velocity thresholds were recorded. • A committee member recommended improving outbound communication pathways for future concerns; the team agreed to coordinate more closely with the Building Department. <p>Change Order Task Force Modifications - Open Meetings Act Implications</p> <ul style="list-style-type: none"> • The Change Order Task Force, as constituted, must comply with Open Meetings Act requirements. • This restricts flexibility intended for rapid approvals of time-sensitive changes. <p>Revised Change Order Approval Structure</p> <ul style="list-style-type: none"> • Emergency conditions under \$5,000: <ul style="list-style-type: none"> ○ May still be authorized immediately in writing by Leftfield; tracked on T&M basis. • Up to \$15,000: <ul style="list-style-type: none"> ○ Administration can approve per charter; task force is notified. • \$15,000–\$50,000: <ul style="list-style-type: none"> ○ Reviewed in an open meeting of the task force. • \$50,000–\$100,000: <ul style="list-style-type: none"> ○ Reviewed/approved by task force and Building Committee. • Above \$100,000: <ul style="list-style-type: none"> ○ Requires review/approval by task force, Building Committee, and Town Council. • Elective owner improvements: <ul style="list-style-type: none"> ○ Under \$15,000: Building Committee approval. ○ Above \$15,000: Building Committee + Town Council approval.
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4.	<p>Discussion / Action: Recommendation – Approval for Submission of Construction Documents for the Curtis Corner Demolition to RIDE</p> <ul style="list-style-type: none"> • Selective demolition and site stabilization bid packages are expected mid-December. • This scope includes: <ul style="list-style-type: none"> ○ Demolition of the older front portion of Curtis Corner Middle School. ○ Enclosure and stabilization of the remaining structure for future use (athletics training, maintenance, or similar). ○ The enclosed portion will remain in a warm, dry condition but not fully renovated.
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	<ul style="list-style-type: none"> ○ Bids will be brought to the Building Committee in mid-December and then to Town Council in January, aligned with GMP #2 for cost certainty. ● Substantial completion for demolition and stabilization: July–August 2026. ● David Palazzetti motioned to approve submission of construction documents for Curtis Corner Demolition to RIDE and seconded by Terry Lynch. Vote: All in favor. Motion passed. <p>Existing High School Equipment & Operations</p> <ul style="list-style-type: none"> ● Michael Podraza raised questions about whether any existing high school equipment (e.g., freezer) should be repaired or replaced depending on being reused in the new school. ● Discussion that planning for equipment reuse needs to be done early. ● Bob Littlefield requested for update on Curtis Corner decommissioning: ● Liam Lynch mentioned CO funded items are being moved to the kept portion of the building and cataloged. ● Remaining items recommended to be included in the demolition bid to avoid district labor/cost. ● Committee agreed that most usable items have already been removed.
5.	<p>Discussion/Action: Curtis Corner Project and Athletic Fields</p> <p>Athletic Fields Planning</p> <ul style="list-style-type: none"> ● After execution of the demolition contract, the team will enter the design phase for the athletic fields, beginning January 2026 (post cost certainty). ● Substantial completion for athletic fields remains targeted for Fall 2027. <p>Committee Questions - Fall 2026 Field Use:</p> <ul style="list-style-type: none"> ● A committee member asked whether the athletic fields will be available for Fall 2026 sports. ● The project team could not commit at this time, as availability depends on design, bidding, and construction sequencing. ● A clearer answer is expected by February/March, once design begins and schedules become more refined. ● Spring 2026 usage was ruled out as too early. ● The committee requested early-year coordination for planning alternate field locations if needed.
6.	<p>Community Comment</p> <ul style="list-style-type: none"> ● Abutter Concern: Maggie Martin (Abutter) reported ongoing noise disruptions from construction, especially backup alarms and heavy-equipment activity. She noted limited advance notice of high-noise work and difficulty working from home. She Sent an email to the committee previously but did not receive a response. She requested more timely communication and asked whether any noise-mitigation options exist. ● Project Team Response: The SBC team along with all the representatives apologized, noting backup alarms are required by OSHA and cannot be disabled. Noise is expected to decrease once major site work finishes and steel erection begins in mid-January. A noise barrier is possible but costly and will be reviewed by the committee. Additional, proactive notice of upcoming high noise or vibration activities will be provided. ● Follow-Up – Liam Lynch (SBC Member) shared direct contact information. The team will improve communication and provide advance notice when possible.
7.	<p>Discussion/Action: Next Meeting and Agenda Items</p> <ul style="list-style-type: none"> ● The next meeting is scheduled for Thursday, November 20, 2025.
9.	<p>Adjourn</p> <ul style="list-style-type: none"> ● Bob Littlefield motioned to adjourn and seconded by Liam Lynch passed unanimously. ● Meeting adjourned at 6:44 p.m.