

**Greenwich Board of Education**  
**Minutes of the New Lebanon Building Committee Meeting**

**DATE:** Wednesday, September 6, 2017  
**LOCATION:** BOE, Havemeyer Board Room  
**TIME:** 8:00 - 8:45 am

**Committee Members Present:**

Stephen Walko - Chairman  
Bill Drake - Vice Chairman (BET)  
Patricia Baiardi Kantorski - Clerk  
Clare Kilgallen  
Peter Bernstein (BOE)  
Dean L. Goss  
Jake Allen  
Brian Harris via phone

**Ex-Officio Members Present:**

Will Schwartz (DPW)  
Nick Macri (P&Z)  
**Absent:** Drew Marzullo (Selectman)  
Adam Leader (RTM)  
Peter Sherr (BOE Chair)

**Others Present:**

Ryszard Szczypek (TSKP Studio) via phone  
Karrie Kratz (Gilbane)  
Barbara Riccio (NL Principal)  
James Hricay (MDO-BOE)  
Lori O'Donnell (BOE-COO)  
Mike Bocchino (CT State Rep. for Greenwich)

**1. Call the meeting to order**

- a. The meeting was called to order by Steve Walko at 8:00 am.

**2. Update from Chairman**

- a. Steve Walko said he will speak to the BET Budget Committee Tuesday, September 12 at 5 PM at the Town Hall. Bill Drake will provide an informal update on the status of the Project. Mr. Walko will also speak on Thursday, September 14 at 7 PM to the Board of Education and provide a formal update on the status of the Project.
- b. Mike Bocchino informed the committee that the General Assembly will be back in session September 14th. Mr. Bocchino said the Legislature will discuss the budget and the New Lebanon School project during these budget meetings.
- c. Steve Walko said the DEEP Permit was approved and the Building Permit was close to being approved as well.
- d. Steve Walko noted that there wasn't any change in the status of the funding and discussed the bids.

### 3. Update by TSKP Studio

- a. Ryszard Szczypek said TSKP Studio had reviewed the Building Department's requests/questions and will meet with them today. Mr. Szczypek said TSKP Studio could have contested the requests, but they choose to make the requested modifications. He informed the committee the two changes that may have cost implications are the security gates and the wider hall width around the cafeteria. Steve Walko requested that TSKP Studio update the committee after they meet with the Town. Mr. Szczypek said he will.
- b. Nick Macri explained the reason the Town Agencies approved the project design and not the Building Department. Mr. Macri defined the difference between 'Physical Security' and 'Life Safety' and how each agency is looking at different aspects of the project.
- c. Ryszard Szczypek said, at the request of the Town, an egress has been added. Will Schwartz questioned if the Architectural Review Board and Site Review needed to review the changes.
- d. **A Motion was made** by Dean Goss and seconded by Clare Kilgallen **to approve TSKP Studio's Invoice #17 for the amount of \$1,500 dated 7/27/17 for the DEEP application fee.** A vote was taken and the motion was approved with a vote of 7-0-0. Brian Harris was absent.

### 4. Update by Gilbane

- a. **A Motion was made** by Jake Allen and seconded by Patricia B. Kantorski **to approve Gilbane's Invoice entitled Additional Preconstruction Fee Request #1 for the amount of \$2,011 dated 8/31/17.** A vote was taken and the motion was approved with a vote of 7-0-0. Brian Harris was absent.

#### 5. **Impact on extending Alternate Schedule by 30 days**

- a. Karrie Kratz said the bids have been extended by 30 days to October 24th. Ms. Kratz explained that of the 28 bid packages, Gilbane has heard from all bidders except two and she will confirm when she hears from these bidders. She said all the bidders have granted the 30 day extension request as well as the Alternate Schedule with no cost implications. The one exception was the Site work because the Alternate schedule would extend the site work into the winter. She further explained that because of the winter conditions it may cost an additional \$75,000, depending on the severity of the weather.

#### 6. **Recommendation for the Clerk of the Works by Subcommittee**

- a. Steve Walko gave each of the committee members a copy of CSG's Clerk of the Works proposal. Mr. Walko said the Subcommittee had met and interviewed three applicants for the Clerk of the Works position. Clare Kilgallen explained the interview process. Ms. Kilgallen said there were five proposals and the subcommittee narrowed it down to three firms to interview. She told the full NLBC that CSG had the most comprehensive proposal and presentation. She told the committee that in the subcommittee's opinion CSG would fit well with the project and communicate well with the committee. Steve Walko said there would not be a vote to approve the CSG until the State approves the project and the BET releases the funds.

#### 7. **Approval of 8/23/17 Meeting Minutes**

- a. **A Motion was made** by Dean Goss and seconded by Bill Drake **to approve the Minutes of Meeting as amended for 8/23/17.** The motion was approved with a vote of 7-0-0. Brian Harris was absent.

## **8. Discussion of Next Steps**

- a. Steve Walko said the next steps were to sign off on the Clerk of the Works contract and to review the GMP.
- b. Clare Kilgallen asked when the NLBC must approval of the GMP. Karrie Kratz answered two weeks before the October 24th, the bid deadline. Ms. Kratz said Gilbane would send the committee the Alternate Schedule.
- c. Steve Walko said the NLBC would not have a meeting on September 13th as previously discussed.

## **9. Adjourn**

- a. The meeting was adjourned by Steve Walko at 8:45 am.