

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

DATE: September 21, 2016
LOCATION: BOE, Havemeyer Board Room
TIME: 8:00 - 9:12 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

Ex-Officio Members Present:

Tony Turner (RTM)
Nick Macri (P&Z)
Laura Erickson (BOE Chair)
Absent: Will Schwartz (DPW)
Drew Marzullo (Selectman)

Others Present:

Ryszard Szczypek (Tai Soo Kim)
Peter Manning (Gilbane)
James Hricay (MDO-BOE)
Ronald Matten (DOF-BOE)
Barbara O'Neill (BOE)
Pat Moranan (BOE Finance Supervisor)

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 reported that he had a conversation with Eugene Watts and gave him the go ahead to execute the Commissioning Agent's contract.
- b. Mr. Walko said all contracts to date have been for pre-construction services. He said the contractors' bids will be going out as early as February but the contracts will not be signed until the state approves the reimbursement and is signed by the governor. Peter Bernstein noted that all contractors' contracts will go through Gilbane and not the town. Peter Bernstein said the project would go out to bid for two months, from February to April, and the General Assembly would typically take 1 1/2 months to approve.
- c. Clare Kilgallen inquired when additional insurance would be needed. Peter Bernstein said the contractors insurance forms would be reviewed by the town.
- d. Steve Walko noted that the committee has been authorized to only spend approximately \$2,000,000. until the project is approved by the state.
- e. Peter Bernstein informed the NLBC that the BoE needs to approve the design before it goes out to bid. Patricia Kantorski asked if the BoE was approving that the design of the project met the Ed Specs and/or the aesthetics. Mr. Bernstein said he would find out, that it was not clear what they were considering.
- f. Steve Walko said he will review the status of the project with the BET Budget Committee on October 12th and also with the full BET at their October 17th meeting if asked.

3. Update by Tai Soo Kim & Discussion of Gym Windows/Facade

- a. Steve Walko identified three big outstanding issues regarding the design of the building: 1.) the gym exterior wall facing the playing field, 2.) the field use and retention basin vs. underground galleys & 3.) the canopies over the entrances. Ryszard Szczypek said TSK had presented several designs of the North facade and they would continue to explore new variations on the design. Peter Bernstein noted that the underground galleys were an expensive option. Mr. Szczypek said TSK has decided that the best design for the entrance was the option with a small canopy over only the main entrance and they felt they were finished with this issue.
- b. Ryszard Szczypek said TSK needs a clear direction from the BoE for any minor library changes.
- c. Ryszard Szczypek reviewed the schedule with the NLBC. Mr. Szczypek said if TSK gets the go ahead to work on the Construction Documents (CD) today, they would be able to give the CD set to Gilbane for estimating November 18th. and could make minor adjustments to the design during this time. He also said TSK would submit the CD set early December for Town Agency reviews and would submit the site plan to the P & Z for Final Site Plan review October 18th.

- d. Clare Kilgallen discussed the size of the classrooms. Ryszard Szczypek said he would resend the variance report.
- e. Brian Harris asked if there had been any changes to the floor plans. Ryszard Szczypek said he would update the committee regarding any changes.
- f. **A Motion was made** by Dean Goss and seconded by Jake Allen **to authorize TSK to proceed with the Construction Documents.** Steve Walko said he will confirm if this motion is contingent on the Town Law Department review. The motion was approved with a vote of 8-0-0.
- g. Ryszard Szczypek said TSK will meet with CES, the Commissioning Agent, in order for them to review and comment on the Design Development Documents.
- h. Patricia Kantorski asked TSK and Gilbane to comment on how the alternates would be incorporated into the CDs and if they needed more information from the NLBC. Mr. Szczypek said TSK will need more information including the list of alternates prioritized. He also said the discussion of the alternates would start on October 12th. Peter Manning weighed in concerning the importance of the alternates to the CD set.
- i. Ryszard Szczypek said the form for the reimbursement grant must be signed by the NLBC Chairman, Steve Walko, the BOE and the Superintendent.
- j. **A Motion was made** by Brian Harris and seconded by Patricia Kantorski **to approve TSK's Invoice #9 for \$19,955.50.** The motion was approved with a vote of 7-0-0. Peter Berstein was absent.
- k. Ryszard Szczypek said TSK reviewed the revised design with the ARC. They discussed a.) fences, which the ARC accepted, b.) the bridges, which the ARC accepted and c.) the North Elevation which the NLBC is still examining and the ARC said TSK could proceed with the alternate design with glass on the Lower Level. Nick Macri said the the ARC had discussed the pros and cons of the windows on the Lower Level. Mr. Szczypek said TSK will further revise the North Elevation once they meet with the end users. Clare Kilgallen asked if TSK could draw an interior perspective looking from the First Floor walkway. Mr. Szczypek said they would.

4. **Discussion of MI decision**

- a. This discussion is incorporated through out the meeting minutes.

5. **Update by Subcommittees**

- a. Steve Walko said that Jake Allen has been working on the Timeline and will give a report at the next meeting. Laura Erickson commented that the BET vote needs

to be factored into the Timeline. Ryszard Szczypek said the Timeline should be for both process and construction.

6. Approval of Meeting Minutes

- a. **A Motion was made** by Brian Harris and seconded by Dean Goss **to approve the 9/14/16 Minutes of Meeting.** The motion was approved with a vote of 7-0-0. Peter Berstein was absent.

7. Discussion of Next Steps

- a. Steve Walko told the NLBC that the public presentation would be September 29th from 7:00 - 8:00 pm. Mr. Walko said there would be a question & answer period after TSK's power point presentation including a physical model. Clare Kilgallen said she would check if the New Lebanon Elementary School gym would be available and confirm it before the press release was sent out.
- b. Steve Walko asked the NLBC members to review the work and submit their comments as soon as possible.
- c. Steve Walko recapped the schedule highlighting the following: 1.) the final P & Z site plan review, 2.) the discussion with the BET Finance Committee, 3.) the presentation to the community on September 29th at 7 pm, 4.) TSK to begin working on the CDs, 5.) the commissioning agent and 6.) Gilbane's estimate.
- d. The NLBC will discuss the LEED certification and how the building will work.
- e. TSK will make a presentation to the BoE for their review and comment December 1st and the BoE will vote on the project December 15th.

8. Adjourn

- a. The meeting was adjourned by Steve Walko at 9:12 am.