

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

DATE: October 12, 2016
LOCATION: BOE, Havemeyer Board Room
TIME: 8:00 - 9:35 am

Committee Members Present:

Stephen Walko - Chairman
Bill Drake - Vice Chairman (BET)
Patricia Baiardi Kantorski - Clerk
Clare Kilgallen
Dean L. Goss
Jake Allen

Absent: Peter Bernstein (BOE)
Brian Harris

Ex-Officio Members Present:

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

Others Present:

Ryszard Szczypek (TSKP Studio)
Peter Manning (Gilbane)
James Hricay (MDO-BOE)
Ronald Matten (DOF-BOE)

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 informed the NLBC that Tai Soo Kim Partners has changed their name to TSKP Studio. Clare Kilgallen said she would ask the town law department if the name of the architectural firm needed to be amended in the contract.
- b. Steve Walko discussed the September 29th Community Forum where the design of the new New Lebanon Elementary School was presented. Mr. Walko said the attendance was light but informative and no new questions had been asked.
- c. Steve Walko informed the NLBC that TSKP Studio has made the transition from Design Development (DD) to Construction Documents CD).
- d. Mr. Walko said the deadline for the state application was today and the current number is still \$37,309,000. at this time.
- e. Steve Walko discussed the petition that was filed by the neighbors on Mead Ave. who directly abut the school site. The petition is addressed to Peter Tesei, First Selectman, Richard Maitland, P & Z Commission Chair, Stephan Walko, NLBC chair, Bill Drake, NLBC Vice Chair, Katie DeLuca, Town Planner, and Ryszard Szczypek TSKP Architects. The petition stated three design requests; 1.) Ample privacy screening comprising of mature growth year-round shrubbery and/or trees along this line, 2.) Limit light pollution at night by utilizing downlights, moving lighting away from property line and requiring lighting to be shut off 30 min. after school building events and 3.) Proper fencing along the same line (a type providing additional privacy). Ryszard Szczypek said TSKP Studio will take all these requests into consideration and most were already incorporated into the design.

3. Update by TSKP Studio

- a. Ryszard Szczypek reviewed the hardware schedule with the NLBC and said TSKP Studio had previously reviewed the hardware keying & access with the Town Police & Fire Department. Mr. Szczypek outlined the safety measures incorporated into the design. He said both the inside & outside entry doors would be locked during school hours, entrances would have cameras and the doors could be unlocked from the front desk. He further said authorized personnel will have access cards and the Lower Level doors will be monitored by the custodian.
- b. Steve Walko asked Ryszard Szczypek to discuss the two front entrance bridge design. Mr. Szczypek said each entrance was ten feet wide, the school personnel preferred two entrances to improve circulation and two entrances/exits are required to meet the egress code.
- c. Ryszard Szczypek reviewed the proposed vehicle traffic pattern. Mr. Szczypek said P & Z had asked TSKP Studio to show a graphic representation of the traffic

pattern from the school onto Mead Ave., along Mead & William Street West and onto Delevan Ave. He said TSKP Studio will draw the traffic pattern and also show the turning circles on the site plan. The final site plan approval is scheduled for October 18th.

- d. Ryszard Szczypek said the proposed basketball court was not a standard size. Mr. Szczypek said the size had been determined by a balance between parking requirements and existing topography. Clare Kilgallen commented that the school only requires two hoops and not a standard size basketball court.
- e. The NLBC discussed the Gym North exterior elevation with Ryszard Szczypek. Mr. Szczypek said TSKP Studio met with the school gym teach and principal to talk about the location of the glazing in the gym. The school personnel said it was acceptable to have the glazing come down to the floor as long as the gym had a 40 foot wide x 8 foot high climbing wall or two 20 foot wide sections. Ron Matten suggested TSKP Studio meet with the district director to discuss the district standards. Mr. Szczypek said they would. Clare Kilgallen noted that it was important to experience the windows from the First Floor corridor. Bill Drake said it was important to maximize the students gym experience. Steve Walko reviewed the window options and said the ARC will review the elevations again at their final review. Mr. Szczypek commented that the elevation was still being studied. Mr. Walko said the NLBC would vote on which option they wanted next week.
- f. Ryszard Szczypek discussed the location of the required paved pathway from the school to the baseball diamond with an eye on maximizing the playing area.
- g. The NLBC discussed the open design of the proposed cafeteria. Ryszard Szczypek said the cafeteria would have a number of soft and faceted surfaces and acoustically rated walls and floor to absorb sound. Mr. Szczypek noted that an acoustical engineer had examined the space and rated it acceptable. He also said TSKP Studio had designed similar spaces and they had not received any complaints. Patricia Kantorski said she had done Due Diligence on the Tokeneke Elementary School which TSKP Studio designed and she didn't remember the principal or superintendent commenting on any noise issues. Ms. Kantorski said she would call the principle to discuss this issues and report back to the committee. Nick Macri explained that the space had been studied by an acoustic engineer and he felt it created a vibrancy and made the school experience come alive. Several member agreed with him.
- h. Peter Manning said Gilbane will have an Open House for their newly designed office space October 19th and the NLBC is invited to attend. Mr. Manning also said Gilbane had been awarded a major project to be the construction managers for Electric Boat in RI and he had requested to be the project manager. This new position meant that he would no longer be the project manager for the New Lebanon School project and would be replaced by Ms. Karrie Kratz. Mr. Manning requested that the NLBC approve of this change. Ryszard Szczypek said TSKP Studio doesn't have an issue with the change. Steve Walko said the committee would discuss and vote on the change at their next meeting.

- i. Ryszard Szczypek said TSKP Studio would give the NLBC a virtual tour of the school at their next meeting.
- j. Ryszard Szczypek discussed the exterior building materials, specifically with respect to the proposed zinc panels. Mr. Szczypek said the building design was not traditional and the exterior cladding material should not be traditional. He explained that the zinc panels have a variations like tiles, have texture and would age differently. Patricia Kantorski asked Mr. Szczypek if the building would have an industrial look. He said it would not. Mr. Szczypek said he would send the committee photographs of examples of buildings clad in zinc panels and testimonials.
- k. **A Motion was made** by Clare Kilgallen and seconded by Jake Allen **to ratify the approval of TSKP Studio's Invoice #6 dated July 1, 2016 for \$234,478.91.** Steve Walko stated that Langan's invoice needed to be more specific in the future. The motion was approved with a vote of 6-0-0. Brian Harris and Peter Berstein were absent.
- l. **A Motion was made** by Clare Kilgallen and seconded by Jake Allen **to approve TSKP Studio's Invoice #7 dated July 15, 2016 for \$37,000.00.** The motion was approved with a vote of 6-0-0. Brian Harris and Peter Berstein were absent.
- m. **A Motion was made** by Clare Kilgallen and seconded by Dean Goss **to approve TSKP Studio's Invoice #8 dated August 1, 2016 for \$57,183.21.** The motion was approved with a vote of 6-0-0. Brian Harris and Peter Berstein were absent.

4. Discussion on Cost Estimate

- a. Steve Walko said the Budget Committee of the BET will meet on October 13th to discuss the budget for the new school and the state reimbursement for keeping the children in the existing school during construction.
- b. Steve Walko said the committee needs to discuss contingencies, escalation and how they affect the budget.

5. Update by Subcommittees

- a. Laura Erickson said the floor plans for the new school would be posted on the BOE/New Lebanon website.
- b. Peter Manning said Gilbane had created a Timeline. Jake Allen said he had reviewed it and informed Gilbane that the RTM, BET and BOE dates needed to be added. Mr. Manning said Gilbane used the same program for the Timeline as they will use during the construction of the school.

- c. Clare Kilgallen said the last update of the condition of the playing field was September 8th and asked if anyone knew when the work would be completed. It was stated that the DPW was waiting for test results and a communication plan. Ms. Kilgallen reminded the team that the fields must be ready by June 2017 when construction is scheduled to begin. Ryszard Szczypek said TSKP Studio is required to perform a perk test in the field and can't do it due to the unfinished remediation. Mr. Szczypek noted that the perk test and remediation of the field needed to be added to the Timeline. Jake said he would do that.
- d. Clare Kilgallen reported on the status of the Commissioning Agent's contract. Ms. Kilgallen asked if the contract should be executed now with mutually agreed dates or with 5-6 hard dates. Jake Allen said he would review and create hard dates, which the committee preferred, by the end of the day.

6. Approval of Meeting Minutes

- a. **A Motion was made** by Clare Kilgallen and seconded by Dean Goss **to approve the minutes of meeting for September 21, 2016.** The motion was approved with a vote of 6-0-0. Brian Harris and Peter Bernstein were absent.

7. Discussion of Next Steps

- a. Steve Walko said the committee would discuss and/or vote on the following items at their next meeting on October 26 at 8:00 am. 1.) the Gym North exterior Elevation design options, 2.) a virtual tour of the school, 3.) LEED 4.) the construction manger change and 5.) the project alternates.
- b. The committee members were give a copy of the Sustainability Matrix for the New Lebanon Elementary School based on CT High Performance Std State Bldgs LEED for Schools 2009. The committee will discuss this chart at their next meeting.
- c. Steve Walko said the committee needed a summary of the alternates and the rain water harvesting pump information. In addition Clare Kilgallen asked that the cost of each alternate include a lifetime cost analysis. Ryszard Szczypek said TSKP Studio would provide this information. Peter Manning said Gilbane would also work to get this information to the committee.

8. Adjourn

- a. The meeting was adjourned by Steve Walko at 9:35 am.