

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

**DATE:** November 10, 2016  
**LOCATION:** BOE, Havemeyer Board Room  
**TIME:** 7:00 - 8:20 pm

**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:**

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

**Others Present:**

Ryszard Szczypek (TSKP Studio)  
Karrie Kratz (Gilbane)  
Barbara Riccio (NL Principal)  
James Hricay (MDO-BOE)  
Ronald Matten (DOF-BOE)  
Barbara O'Neill (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 asked Nick Macri to discuss the status of the P & Z application. Nick Macri said the next P & Z meeting was November 29th. At this meeting the commission would review the additional traffic flow information requested, parking issues, the phasing plan and citizens' issues. Mr. Macri said the Byram Shubert Library site plan which was filed when the new addition was constructed could be used and would save money.
- b. The NLBC discussed the Plan of Conservation and Development (POCD) and the benefits of the new school to the community.
- c. Steve Walko said the Department of Public Works (DPW) will give an update on the remediation of the playing field within a few weeks.
- d. Steve Walko said we still needed a response from the Tree Department regarding the plan submitted to remove a number of existing trees. Mr. Walko said before the trees are removed a public notice is required.
- e. Steve Walko informed the NLBC that the project was acceptable with Architectural Review Board (ARC). Mr. Walko also said the project had been reviewed with the Fire and Safety Departments.
- f. Steve Walko said the BET Budget Committee would meet next week. Mr. Walko said they would take a preliminary vote and a final vote after the BET reviewed the project.
- g. Steve Walko said there would be a BOE work session December 1st and the BOE would vote to approve the design December 15th. Mr. Walko also said the next state filing deadline is the week of January 17, 2017.
- h. Steve Walko said he would find out if the chairman can approve Change Orders (CO) during construction to help expedite the project.

## **3. Update by TSKP Studio**

- a. Karrie Kratz showed the NLBC large scale drawings of the Phasing Plans. Ms. Kratz discussed the Phase I - the construction of the new school while the existing school is occupied. She noted the construction vehicle entrance and the hard fence surrounding the construction site with several emergency gates. She also said there would be 10 parking spaces less than there are now. Then Karrie Kratz discussed Phase II - when the new school would be occupied and the existing school demolished. Ms. Kratz informed the NLBC that there would be temporary parking for 48 cars plus 4 HC spaces and a barricaded student walking area. She outlined the parent and bus drop-off zone and traffic pattern explaining that the parents & bus traffic would still exit thru the library parking area as they do now.

- b. The NLBC discussed Phase III of the project which consists of the restoration of the playing fields. Mr. Walko said the site plans for the three phases would be posted on the FTP site. Clare Kilgallen advised the committee that it would be good to have a narrative of the phases to help the community understand how the school would be constructed. Laura Erickson noted that temporary lighting was not needed.
- c. Ryszard Szczypek handed out copies of TSKP recommendation regarding DD phase Alternate List and discussed the alternates, Add, Deduct and Base Bid, with the committee. Mr. Szczypek said TSKP Studio will revise the list based on the committee's decisions and resubmit it. Karrie Kratz said Gilbane will update the Alternate List for the BET.
- d. **A Motion was made** by Brian Harris and seconded by Dean Goss **to include Alternate #12, photovoltaic solar panels, to be included in the Base Bid.** The motion was approved with a vote of 5-3-0. Steve Walko, Bill Drake and Jake Allen voted against the motion.
- e. **A Motion was made** by Dean Goss and seconded by Bill Drake **to approve the Alternate List as discussed and revised.** The motion was approved with a vote of 8-0-0.
- f. Ryszard Szczypek outlined the following next steps: a.) the P & Z Final Site Plan approval, b.) the Commissioning Agent sign-off, c.) BOE Budget approval, d.) a Third Party Review as required by the state and e.) a Structural Review also required by the state.
- g. **A Motion was made** by Bill Drake and seconded by Brian Harris **to authorize TSKP Studio to obtain pricing from two companies for the Third Party Review and for the Threshold (Structural) Review, as required by the state.** The motion was approved with a vote of 8-0-0.
- h. Steve Walko asked TSKP Studio to provide a list of school projects they designed for the NLBC to tour. Ryszard Szczypek said he would.
- i. Ryszard Szczypek said TSKP Studio will construct a mock-up of the proposed exterior masonry at the project site for the NLBC review.
- j. Ryszard Szczypek said TSKP Studio will discuss Change Orders (CO) for the committee's review at the next meeting.
- k. **A Motion was made** by Brian Harris and seconded by Dean Goss **to approve TSKP Studio Invoice #10 dated 11/01/16 for \$65,047.65.** The motion was approved with a vote of 8-0-0.

#### 4. Discussion on Cost Estimate

- a. Ryszard Szczypek said that TSKP Studio will be Substantially Complete November 18th and then Gilbane will revise the Cost Estimate by December 16th.

#### 5. Update by Subcommittees (Timeline & Contracts)

- a. Karrie Kratz handed out copies of the Proposed Schedule of Meetings, Approvals and Construction dated 10/04/16 with a Start Date of 9/15/15 and a Finish Date of 8/01/18. Ms. Kratz then discussed this schedule with the committee.
- b. Clare Kilgallen informed the committee the Town attorney advised that the architect's name change to TSKP Studio does not require an amendment on the original contract. Any further amendments or change orders should reflect the current and former names.
- c. Steve Walko informed the committee that the CA will work with the Town Attorney to execute the CA contract.

#### 6. Approval of Meeting Minutes

- a. **A Motion was made** by Dean Goss and seconded by Clare Kilgallen **to approve the minutes of meeting as amended for 10/26/16.** The motion was approved with a vote of 8-0-0.

#### 7. Discussion of Next Steps

- a. See Items #2. & 3. for information on the next steps.

#### 8. Adjourn

- a. The meeting was adjourned at 8:20 pm.