

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

**DATE:** March 8, 2017  
**LOCATION:** BOE, Havemeyer Board Room  
**TIME:** 8:00 - 9:25 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:**

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

**Others Present:**

Karrie Kratz (Gilbane)  
Barbara Riccio (NL Principal)  
Ronald Matten (DOF-BOE)  
Barbara O'Neill (BOE)  
Dr. Salvatore Corda (Interim Superintendent)

**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 committee that there would be an additional meeting scheduled for March 22, 2017 at 8:00 am.
- b. Steve Walko outlined the the project status. Mr. Walko said there was a DAS meeting scheduled for March 15th and typically a second meeting would be scheduled. He also said TSKP Studio was working with Gilbane to get DAS the information they needed and DAS had sent a letter concerning the District Statistics. Mr. Walko further said TSKP Studio , Gilbane and Dr. Salvatore Corda would talk about the building. Karrie Kratz said this meeting was about process and was typical. Ms. Kratz noted that there could be 3 steps to the process. Clare Kilgallen questioned the reason for the letter. Dr. Salvatore Corda stated his insights concerning the letter, which includes a bad law regarding funding and DAS inquiring into Greenwich's efforts to achieve racial balance of it's schools.
- c. Dr. Salvatore Corda discussed the 2nd letter in which his goal was to place the information regarding achieving racial balance within the district in context for the committee. Steve Walko stated that this discussion has never happened on a building committee level. Adam Leader suggested that there is an administrative and a political component to this issue. Patricia Kantorski asked why DAS was requesting additional information. Dr. Corda answered that DAS wanted additional information because some people argued against the school because they thought it was too big. Dr. Corda said he will answer all DAS's questions.
- d. Steve Walko said Clare Kilgallen and State House Representative Mike Bocchino went to Hartford for the meeting which discussed the Prospective Bill which would make awarding the Diversity Grant to Greenwich impossible if enacted with a 7/1/17 effective date.
- e. Steve Walko said the next steps are for the project to be approved by the Education Committee, Finance Committee, the General Assembly and finally receive the governor's signature. Mr. Walko noted that the governor does not have a line-item veto. Clare Kilgallen informed the committee that 94 people had written to Hartford, 85% were in favor of the project.

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

- a. No representative from TSKP Studio was present, so Steve Walko discussed the status of the architects work.
- b. Steve Walko reviewed the Local Review letter that TSKP Studio sent to the committee. Mr. Walko said the 3rd Party code reviewer, Milton Gregory Grew, has reviewed the drawing, provided comments and that TSKP Studio has revised the CD's accordingly. The letter also stated that the next step is to meet with the Greenwich Officials (Building, Fire, Health and ADA) to review the response to

the comments and gain their signatures on the OSCGR form saying the code review is completed.

- c. Clare Kilgallen discussed the fact that, so far, we haven't been able to identify the ADA official for Greenwich. Steve Walko said every project needs an ADA official and Ron Matten told the committee he would find out by the end of the day who the ADA town review was. Will Schwartz noted that Peter Roberson checks the drawings for ADA compliance and Nick Macri said Greenwich doesn't have a dedicated ADA compliance official.
- d. Steve Walko noted that there had only been one substantial change by the 3rd Party reviewer. Karri Kratz explained that the change was the addition of a third stairwell located in the Northwest part of the building in what was a storage area and required a change to the entrance to a classroom. Ms. Kratz further said the new stairwell was for egress only and was estimated to cost \$36,000. She noted that the cost would be taken out of the contingency.
- e. Steve Walko outlined the next two steps in the Process. Mr. Walko said the first step in the Permitting Process is for TSKP Studio to meet with the Town tomorrow and the DEP application sign-off for storm water discharge. Ron Matten said he will confirm the DPW involvement. Karri Kratz explained this issue must be completed in two weeks, filed and resolved within 120 days. **A Motion was made** by Clare Kilgallen and seconded by Dean Goss **to authorize the Chairman/Vice Chairman to sign-off on the application subject to the Law Department review.** The motion was approved with a vote of 8-0-0. The second step is to respond to the Eversource letter. The committee discussed the letter. Steve Walko said the letter needed to be signed within 2 weeks. TSKP Studio noted that the program is at no cost to the town. Ron Matten informed the committee the town had worked with Eversource before. **A Motion was made** by Clare Kilgallen and seconded by Dean Goss **to approve the Eversource letter dated 2/15/17 regarding the ECB Program pending Ron Matten's confirmation.** The motion was approved with a vote of 8-0-0.

#### 4. Update by Gilbane

- a. Karri Kratz gave the NLBC members a copy of the revised Total Project Contingencies dated 3/7/17 and the Proposed Project Schedule as prepared by Gilbane. Ms. Kratz reviewed the timeline and said there were no real changes from the previous schedule.
- b. Steve Walko asked if the project needed DAS approval before it can go out to bid. Karri Kratz confirmed that it did, but noted there would be ample time to achieve approvals and still keep the schedule. Ms. Kratz further stated that even if DAS stalls Gilbane can structure the project within 3 weeks and it would not effect the start date. Steve Walko added that the actual construction can not start until the project has the governor's signature. Clare Kilgallen explained that based

on the state process the project can not be advertised for bid until it has DAS approval.

- c. Steve Walko discussed the proposed Cash Flow details of the project. The committee then discussed the BET budget process for Capital Projects. Mr. Walko said the original project approved was coded by Finance as two separate projects a.) the building & grounds and b.) the modulars. He informed the committee a change it make it one project must go thru the RTM and the money allocated for the modulars was still needed because it will be used to keep the students in the existing school. Steve Walko explained that the BET's position regarding the 'transfer' of funds is that the most appropriate way to proceed is to allow the appropriation to lapse and include it in the regular routine budget process instead of expediting it to April.
- d. **A Motion was made** by Bill Drake and seconded by Jake Allen **to authorize Steve Walko, NLBC Chairman, to discuss with the BET Chairman the most expeditious way to proceed.** The motion was approved with a vote of 6-1-1. Bill Drake voted against the motion. Jake Allen abstained. **A Move to Amend the Motion was made** by Peter Bernstein and seconded by Clare Kilgallen **to direct Steve Walko, NLBC Chairman, to submit to lapse and add the appropriation to the April RTM Meeting.** The amended motion was approved with a vote of 6-1-1. Bill Drake voted against the motion. Jake Allen abstained.

## 5. Approval/Discussion of Invoices and/or Change Orders

- a. Steve Walko postponed discussion of TSKP Studio's Change Order.
- b. **A Motion was made** by Dean Goss and seconded by Peter Bernstein **to approve Gilbane's Invoice #9 dated 2/24/17 for the amount of \$7,892.22.** The motion was approved with a vote of 7-0-0. Brian Harris was absent.

## 6. Update by Subcommittees (Timeline, Contracts & Quarterly Report)

- a. Steve Walko discussed the Quarterly Report covering 11/30/16 - 2/28/17 as prepared by Bill Drake. Peter Bernstein expressed that the report should only outline the status of the project, not the details of the process in Hartford. Clare Kilgallen agreed with Mr. Bernstein. Adam Leader suggested that the level of detail written is important. Patricia Kantorski expressed that the report should only reference the meeting minutes, but thought it was important to explain the process. Dean Goss noted that this committee has kept the RTM more informed they any committee in the past. **A Motion was made** by Bill Drake and seconded by Dean Goss **to approve the Quarterly Report as amended.** The was approved with a vote was 5-3-0. Patricia Kantorski, Peter Bernstein & Clare Kilgallen voted

against the motion. Steve Walko directed Clare Kilgallen to work with Bill Drake to make minor changes.

## 7. **Approval of Meeting Minutes**

- a. **A Motion was made** by Dean Goss and seconded by Peter Bernstein **to approve the Minutes of Meeting for 2/08/17**. The motion was approved with a vote of 7-0-0. Brian Harris was absent.

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

- a. Steve Walko informed the committee TSKP Studio email a list of school sites for the committee to visit which used similar building materials as the materials proposed for New Lebanon Elementary School. The three building materials are a.) zinc cladding on the exterior, b.) open stairwells and c.) mesh railings. The committee will discuss field visits to the various buildings listed in the future.

## 9. **Adjourn**

- a. The meeting was adjourned by Steve Walko at 9:25 am.