

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

DATE: Wednesday, May 3, 2017
LOCATION: BOE, Havemeyer Board Room
TIME: 8:00 - 9:00 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:

Ryszard Szczypek (TSKP Studio) via phone
Karrie Kratz (Gilbane) via phone
Barbara Riccio (NL Principal)
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 reviewed the State Legislative Process with the committee. Mr. Walko said the New Lebanon project received approval from all relevant legislative Committees ie; School Construction Committee, Education Committee and the Finance, Revenue & Bonding Committee. He further said the project needs to be approved by the full General Assembly (GA) and receive the governor's signature. The GA can amend the allocation of money for the New Lebanon Project, but the governor does not have line-item veto ability.
- b. In addition to the above State Legislative Process the state budget needs to be passed before the project construction can begin. Mr. Walko noted that the state was prospectively working to reduce school grants and the project is subject to timing of the budget.
- c. Steve Walko then reviewed the Town Process. Mr. Walko said he, Dean Goss, Clare Kilgallen, Will Schwartz, and Jake Allen attended the Budget Overview Committee (BOC) meeting last night. Mr. Walko handed out a Cash Flow Chart, a Fact Sheet and other information to the BOC members because it was understood the NL Project would be discussed, but it was not addressed. The RTM, Finance and Education Committees voted in favor of the project. Also the RTM District Meeting will be held this week and next. Mr. Walko assigned members of the NLBC to attend the meetings.
- d. Steve Walko said the following items were outstanding: P&Z request for additional trees, an additional stairwell, architect's change order, and under drainage requirements. Mr. Walko noted that the current Project budget contains in excess of \$3.4 million dollars in contingency.
- e. Steve Walko informed the committee that any account transfer of funds approved by the RTM will not impact our State grant application.
- f. Will Schwartz and Nick Macri said they had met with DPW April 28th regarding the rain garden verses the underground drainage system. Ryszard Szczypek said the underground drainage system was part of the DEP application and there was extra cost involved. Clare Kilgallen explained that during the Byram Shubert Library expansion project underground streams were discovered. Ms. Kilgallen inquired if the location of the underground sand filter system can be changed. Nick Macri said it could if it became an issue.

3. Update by TSKP Studio

- a. Ryszard Szczypek said he and Karrie Kratz have a meeting with DAS today. Mr. Szczypek reviewed the DAS process and said that a.) DAS was expected to send a letter by Friday, May 5th or at the latest by the 1st week of June to allow the project to go out to bid and b.) DAS needs to approve of the project.

4. Update by Gilbane

- a. Karrie Kratz informed the committee the timeline had been advanced by one week.
- b. Clare Kilgallen asked Karrie Kratz what the difference would be between replacing trees removed during construction on a 1 to 1 ratio verses a 1 to 1 1/2 ratio. Ms. Kratz said there was an \$80,000. difference. Ms. Kilgallen noted that all replacement trees will be required to be located on BOE property and could be in other parts of the town.
- c. Clare Kilgallen also asked Karrie Kratz if the town required bonding was included in the costs. Ms. Kratz said she needed more information from the town before she knew the answer and added that bonding by the town for tree replacement was not industry standard.

5. Discussion and Vote on Invoices and Change Orders

- a. The committee discussed TSKP Studio's Change Order (CO) and the design contingency. It was decided that the committee would vote on the CO at their next meeting.

6. Update by Subcommittees (Timeline & Contracts)

- a. It was decided that the contract for the Clerk-of-the Works would be on hold until Monday night.

7. Approval of Meeting Minutes

- a. **A Motion was made** by Bill Drake and seconded by Dean Goss **to approve the Minutes of Meeting as amended for April 21, 2017.** The motion was approved with a vote of 8-0-0.

8. Discussion of Next Steps

- a. Nick Macri informed the committee that the DEP only takes money orders, but the BOE does not have any mechanism to write a money order. After further discussion, Ryszard Szczypek said TSKP Studio would cover the cost as a reimbursable.
- b. Clare Kilgallen discussed the 'Open Letter to the Town'. Ms. Kilgallen said when she finished writing the letter, she will distribute it to the committee members for their comment then send it to the local newspapers for publication.

9. Adjourn

- a. The meeting was adjourned by Steve Walko at 9:00 am.