

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

**DATE:** Wednesday, March 30, 2016  
**LOCATION:** BOE, Havemeyer Board Room  
**TIME:** 8:00 - 9:15 am

**Committee Members Present:**

Stephen Walko - Chairman  
Bill Drake - Vice Chairman (BET)  
Patricia Baiardi Kantorski - Clerk  
Clare Kilgallen  
Peter Bernstein (BOE)  
Dean L. Goss  
Brian Harris  
**absent:** Jake Allen

**Ex-Officio Members Present:**

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

**Others Present:**

Ryszard Szczypek (Tai Soo Kim)  
Ronald Matten (DOF-BOE)  
Barbara O'Neill (BOE)  
Peter Manning (Gilbane)  
Barbara Riccio (NL Principal)  
James Hricay (MDO-BOE)  
Eugene Watts (BOE-Sr. Buyer)

1. Meeting was called to order by Mr. Walko at 8:00 am
  
2. Update from the Chairman
  - a. Steve Walko told the Committee there was a lot of work that needed to be done to be ready for the RTM.
  - b. Mr. Walko informed the Committee that the BET had approved the submitted budget for the new New Lebanon School building, including the ball field

renovation/ restoration and modulars, less \$300,000. He noted that this project is the largest capital project in a year with the largest budget for the Town.

- c. Mr. Walko said the deadline for the submission to the State for reimbursement is June 30, 2016. He requested that the committee members attend the April and May RTM Meetings. Clare Kilgallen encouraged the committee members to attend the April 6 District 4 RTM Meeting.

### 3. Update by Tai Soo Kim

- a. Ryszard Szczypek said TSK will make a presentation to the committee of the updated design April 6th. Mr. Szczypek also outlined the following scheduled Town meetings, IWWA Public Hearing 4/27/16, P & Z and MI preliminary approval 4/5/16, ARC 4/11/16, Fire & Police 4/4/16 and on 5/4/16 TSK will make a presentation to the Town Staff to review the P & Z application.
- b. Steve Walko asked Mr. Szczypek for a list of the User Groups TSK met with and will meet with. Brian Harris requested TSK post this list of meetings.
- c. Mr. Walko asked Mr. Szczypek if there were any other groups TSK met with or needed to meet with. Mr. Szczypek said the Tree Warden did a site walk-thru to observe the number of trees that will be taken down. He also said information on the trees, landscape and lighting levels would be provided for the final site plan approval.
- d. Mr. Szczypek said TSK will incorporate the VE into the Design Development (DD) Drawings.
- e. Regarding the release of the money for the work, Mr. Walko said \$1,000,000. had been released. Ryszard Szczypek said TSK's fee was \$300,000. for DD and \$100,000. for Demolition & Abatement design drawings. Mr. Szczypek asked for an addition to TSK's contract for the renovation of the ball field. He also asked for a clarification of whether the ball field would be restored or renovated. Peter Manning said Gilbane had included the renovation of the ball field in their estimate number under soft costs.
- f. Bill Drake asked TSK to prepare design options. Ryszard Szczypek said TSK had already completed this work.

### 4. Discussion of MI Status

- a. Nick Macri explained the need to officially abandon the paper streets adjacent to the proposed school for the purpose of Zoning compliance. He gave the committee members a copy of the Site Plan titled Right of Way Abandonment, Church/Richard Street/New Lebanon Avenue, dated March 15, 2016/NTS.
- b. Mr. Macri informed the committee that this was a zoning issue not a design issue. He said it was not a lot line revision nor would it merge the lots. He also said

Richard Street would only be used by the food service trucks, for trash pick-up and by the First Responders as needed.

- c. A motion was made by Nick Macri and seconded by Brian Harris to approve the New Lebanon Building Committee request for the BOE to seek MI status for the abandonment of the Right of Way Areas comprising 23,058 square feet on Church/Richard Street & New Lebanon Avenue for Zoning compliance. After an in depth discussion, the committee unanimously approved the motion with a vote of 7-0-1 absent.
5. Discussion of Committee Issue's Lists with TSK
    - a. Steve Walko asked the committee to email all their requests for additional meeting to Mr. Walko.
  6. Update Subcommittees
    - a. Clare Kilgallen reported to the committee regarding the status of the CA's RFP. She said there were a few open points and the draft RFP was being reviewed by the Town attorneys Wayne For, John Wetmore and the Town's outside consul.
    - b. Ms. Kilgallen suggested that the contract portion of the CA's RFP should be complete before it goes out to Bid.
  7. Discussion on Portable classrooms
    - a. Ryszard Szczypek asked if TSK should include soil testing in their design of the portable classrooms.
    - b. Steve Walko said he has an opinion in writing by the Town's outside counsel that the Town has no affirmative obligation to test the soil.
    - c. Mr. Walko said the committee needs to create a priority list of what needs to be done and when in order to have the modulars ready when the construction starts. He further said a critical path timeline is needed.
    - d. The committee sought to understand what was done the last time portable classrooms were used. Apparently, the NLBC is the first school building committee that has been asked to include this work as part of their scope of work.
    - e. James Hricay said he will look through the BOE files and Will Schwartz will check with the Building Department to find out how the Town previously accomplished the modular work. Mr. Walko told the committee they will need to form a subcommittee for the modulars.
    - f. Ryszard Szczypek said in order to proceed with the modulars a Site Plan, Survey and Phase I (review of the history) would be required by the State.
    - g. Patricia Kantorski asked Ryszard Szczypek if it was still viable to keep the children in the existing school during construction. Mr. Szczypek said it was.

Barbara Riccio noted that the school was overcrowded and she thought the modulars would be a better temporary solution.

- h. Steve Walko said the committee would continue the discussion of the modulars at the next meeting.

#### 8. Discussion on Off-Site Construction

- a. Steve Walko asked Ryszard Szczypek how the Committee could assist the project with money and time regarding Off-Site Construction. Mr. Szczypek said he would discuss it with TSK and get back to him.

#### 9. Approval of Meeting Minutes

- a. A motion was made by Clare Kilgallen and seconded by Bill Drake to approve the minute of meeting for March 16, 2016. The motion was approved with a vote of 7-0-1 absent.
- b. A motion was made by Clare Kilgallen and seconded by Bill Drake to approve the minute of meeting as amended for March 11, 2016. The motion was approved with a vote of 7-0-1 absent.
- c. A motion was made by Clare Kilgallen and seconded by Bill Drake to approve the minute of meeting for March 4, 2016. The motion was approved with a vote of 7-0-1 absent.

#### 10. Vote on Outstanding Invoices

- a. A motion was made by Patricia Kantorski and seconded by Bill Drake to approve Elizabeth Harkin's Invoice dated 10/9/15 for \$300.00 for preparing the minutes of the 9/8/15 meeting. The motion was approved with a vote of 7-0-1 absent.

#### 11. Discussion of Next Steps

- a. Mr. Walko said that the committee would focus their next meeting on discussions of the ball field, renovation vs. restoration, the updated floor plans & elevations and the overall budget minus \$300,000. The committee will vote after comments.
- b. Tony Turner discussed the RTM Schedule. He said the Finance Committee of the RTM would meet April 4, 2016 at 7:30 pm and the District Committee meetings were next week. He further informed the committee there were dial-up meetings May 2 -5 of the standing committees and on May 9th the full RTM would meet at which time they would discuss the budget.

#### 12. The meeting was adjourned by Mr. Walko at 9:15 am.