

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

**DATE:** Wednesday, July 8, 2015  
**LOCATION:** Havemeyer Board Room  
**TIME:** 8:00-9:00 a.m.

**Committee Members Present:**

Stephen Walko - Chair  
Bill Drake - Vice Chair (BET)  
Patricia Baiardi Kantorski - Clerk  
Dean Goss  
Peter Bernstein (BOE)

**Ex-Officio Members Preset:**

Drew Marzullo (Selectman)  
Tony Turner (RTM)  
Jake Allen (RTM *pending appointment*)  
Will Schwartz (DPW)  
Nick Macri (P&Z Commission)

**Others Present:**

Ronald Matten (BOE Director of Facilities)  
John Frangione (BOE Assistant Director of Facilities)

This meeting was called to order by Stephen Walko at 8:02 a.m.

1. Discussion of Site
  - a. Stephen Walko requests that a GIS map of the site showing the New Lebanon Territory in its entirety be available on the Board of Education website to aid in questions regarding merging of lots and tree removal
  - b. Educational Specifications were adopted by the BOE on June 4, 2015. Review of the motion passed for amendment is necessary in order to compile one comprehensive document
  - c. Additional document for review is the RFP 1097-15. This document was first drafted by Ben Branyan and could be used as a template for committee members to make comments and edits by the next meeting. Final draft for official release and posting to website expected within the next several weeks
  - d. The site plan should also indicate the location of any underground utilities, streams, wetlands, rock outcroppings and topography.
2. Discussion of Selection Process for Architect
  - a. Preliminary Project Schedule (*to be revised*)
    - i. Review designs and get estimates by early Winter

- ii. BOE to submit numbers for this project for the RTM vote by Spring 2016
    - iii. Money to be released by July 1<sup>st</sup>
    - iv. This Preliminary Project Schedule is contingent on State approval
      - 1. Administrative State Approval (Office of School Facilities) is necessary before a contract
      - 2. Legislative State Approval
    - v. Ronald Matten proposed a January 2017 date to break ground
  - b. Concerns with staying within the budget revealed the need for the committee to hire their own cost estimating firm to ensure that architects are accurate
  - c. A project plan (outlining benchmarks and potential overlap dates) is needed in order to keep a timeline of the big picture and give the opportunity to call an emergency meeting if necessary
    - i. Tony Turner and Patricia Kantorski to work on staffing initiative
3. Discussion on BET conditions/budget
- a. Stephen Walko referenced the original document in the budget book located on page 3
    - i. Results of Testing- Environmental studies, including ones conducted on the field and reservoir, must be provided to the BET
      - 1. Ronald Matten to forward this request for information to Stephen Walko
    - ii. Change to any educational specifications must also be provided
    - iii. Explicit Identification by the BOE for which scheme has been selected
    - iv. Information regarding any remediation efforts needed and the projected costs
  - b. These conditions, along with MI approval of the Preliminary Site Plan by Planning and Zoning, will meet the BET's requirements for the release of funds
    - i. To be further discussed during upcoming BET meeting on July 20, 2015
    - ii. Stephen Walko suggests that all committee members review *BET Lessons Learned from Hamilton Avenue* to examine potential budget issues
4. Additional questions/concerns
- a. Dean Goss proposes coming up with protocol in the event of a tied vote
  - b. Will future meetings be public and open for discussion?
5. Next Meeting
- a. The next Building Committee Meeting is scheduled for Wednesday July 18, 2015 at 8:00 a.m. in the Havemeyer Board Room
  - b. Members should come prepared to schedule several meeting dates in advance
6. Adjourn
- a. Stephen Walko motioned to adjourn. Bill Drake seconded. The motion passed unanimously at 9:06 a.m.