

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

DATE: Wednesday, July 17, 2019
TIME: 8:00 - 9:45 am
LOCATION: New Lebanon School, Room #218

Committee Members Present:

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

Ex-Officio Members Present:

John Toner (Selectman)
Absent: Will Schwartz (DPW)
Christina Downey (RTM)
Nick Macri (P&Z)

Others Present:

Jesse Saylor (TSKP Studio)
Karrie Kratz (Gilbane-Project Executive)
Jae Chu (Gilbane-Project Engineer)
Dan Phillips (Gilbane-Project Manager)
Chris Cykley (CSG-Clerk-of-the Works) via phone
Alley Bartholomew (NL Principal)
Lori O'Donnell (BOE-COO)
Dan Watson (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 discussed the outstanding roofing issues. Mr. Walko said the BOE had hired a Third Party Reviewer to inspect the new roof. He said although they observed roofing membrane wrinkles around several roof drains they could not articulate a standard but decided that only zero wrinkles would be acceptable. Jesse Saylor told the committee the roofer did some work by replacing the membrane on about half of the thirteen places identified at no cost. Mr. Saylor suggested that the roofers repair the remaining areas for an extra cost. Steve Walko asked Gilbane to estimate what that cost would be. Mr. Saylor said the Third Party Reviewer had assessment goes beyond the requirements of the specification and the work was being held to a higher standard. Jae Chu noted that it was best not to patch a membrane roof unless you had too. Mr. Chu said the roofing was warranting the roof and it is impossible to make any roof perfect, without any wrinkles. He requested the Third Party Reviewer visit the site to discuss their report.
- b. **A Motion was made** by Bill Drake and seconded by Jake Allen **to approve \$10,000.00 to repair roof drains with membrane wrinkles, contingent on the Third Party Reviewer approving the first repaired drain and re-documentation.** A vote was taken and the motion passed with a vote of 6-0-0. Peter Bernstein and Dean Goss were absent.
- c. Dan Watson asked for the manufacturer of the roofing membrane to supply a drain detail. Steve Walko said out of 26 drains, thirteen were at issue, eight were being replaced for no extra cost and the remaining seven drains were being looked at. Mr. Walko asked Jae Chu if the Third Party Reviewer had any other issues regarding the roof. Mr. Chu said there had been a leak in the small North canopy roof but it had been repaired and tested. He added only the fascia work was not completed.
- d. Steve Walko addressed emails from several neighbors concerning the trees. Mr. Walko said the NLBC followed what the tree warden requested, which was one and a half trees replanted for every tree removed. In addition he said the Town will take on the obligation of replacing the 40 trees which will not fit on the site. Mr. Walko noted some trees were not posted for removal was because they were hazardous. The new tree warden has requested the removal of invasive vines on the site and said they should be cut and sprayed or painted. He also said some money from the tree obligation could be used for the invasive species eradication. Dan Watson said it was not acceptable to the Town to use RoundUp to eliminate the knotweed. Clare Kilgallen noted that the tree planting had already started.

3. Update by Gilbane

- a. Jae Chu told the committee the portion of the flooring which needed to be replaced will be completed by the end of the week.
- b. Jae Chu updated the committee on the status of both the stamped and poured-in-place concrete. He said everything needed to be paved nine days prior to the opening of school and that the library needs to be closed while the work is being done. Mr. Cykley also said the sidewalk and curbs in front of the school need to be adjusted. Steve Walko said the BET leadership did not take up repaving the library parking lot at the same time the school is being paved.
- c. A neighbor, adjacent to the rock removal, asked for a higher fence to be built to prevent the rock chips from flying into his property. Jae Chu said Gilbane would take care of it. Jae Chu gave the following update: a.) the hall display cases are being completed, b.) the tile work will be completed this week and c.) there needs to be some work done on the balcony railing to close the gap. This issue was identified in the Risk Management Report. Karrie Kratz suggested that laminated glass with a shoe attachment could be installed on the floor. Ms. Kratz said Gilbane will get a price for this work. Jesse Saylor noted the railing meets code now but it was OK to do extra. Mr. Saylor said there was an issue with the bumpers at both staircases. Jae Chu said Gilbane would get a price for the repair.
- d. Joe Chu discussed the following outstanding items: a.) the prep work for the sod has been finished, but the sod could not be installed until the fall because of the hot weather, b.) when the fencing would be taken down, c.) the arm type gate will be installed by the time school starts and d.) Gilbane is working on both the free standing and the signage attached to the building.
- e. Karrie Kratz assured the NLBC that when she moves to Gilbane's Chicago office she will stay as the project executive remotely until the project was closed-out.

4. Update by CSG

- a. Steve Walko asked Gilbane to give an update on the playground equipment. Chris Cykley said the date the playground equipment would be ready to ship is August 2 and they were aiming to installed it by the 28th. Mr. Cykley confirmed that both the playground equipment material and installation was being provided by the same company. Mr. Walko asked for a definite schedule. Mr. Cykley said he would investigate expediting the shipping and/or installation in order to have the playground ready by the first day of school.
- b. Clare Kilgallen suggested the Phase 4 Playground and Other Equipment Custodial 'wish list' needs clarification. Chris Cykley said he will get a well defined list for review.

5. Update by TSKP Studio

- a. Steve Walko questioned the variation in the surface of the zinc panels. Jesse Saylor explained the panels had a natural variation which gave them an interesting natural weathered look.

6. Discussion & Vote on Invoices and/or Change Orders

- a. The following Out-of-Scope (Owner Contingency) Items:
 - **A.) A Motion was made** by Bill Drake and seconded by Jake Allen **to approve ATP #161 for SI-41 Pilot light shut-off for gas range, dated PCI 4/16/19 for the amount of \$7,766.00.** A vote was taken and the motion was approved with a vote of 6-0-. Dean Goss and Peter Bernstein were absent.
 - **B.) A Motion was made** by Bill Drake and seconded by Jake Allen **to approve ATP #181 for Existing tree between bridges, dated PCI 6/24/19 for the amount of \$4,488.00.** A vote was taken and the motion was approved with a vote of 60–0. Peter Bernstein and Dean Goss were absent.
 - **C.) A Motion was made** by Bill Drake and seconded by Brian Harris **to approve ATP #188 for OSI-044 Additional roof walkway pads, dated PCI 6/28/19 for the amount of \$6,725.00.** A vote was taken and the motion was approved with a vote of 6-0-0. Dean Goss and Peter Bernstein were absent.
 - **D.) A Motion was made** by Bill Drake and seconded by Brian Harris **to approve ATP #192 for Removal of invasive knotweed, dated PCI 7/11/19 for the amount of \$14,960.00, but at no cost to owner.** A vote was taken and the motion was approved with a vote of 6-0-0. Dean Goss and Peter Bernstein were absent. Dan Watson said it was not acceptable to the Town to use RoundUp to eliminate the knotweed.
 - **E.) A Motion was made** by Bill Drake and seconded by Brian Harris **to approve ATP #193 for RFI-592 Relocate light switches, dated PCI 7/11/19 for the amount of \$2,396.00.** A vote was taken and the motion was approved with a vote of 6-0-0. Dean Goss and Peter Bernstein were absent.
 - **F.) A Motion was made** by Bill Drake and seconded by Brian Harris **to approve ATP #198 for AiPhone Station at door #220A, dated 7/17/19 for the amount of \$4,127.00.** A vote was taken and the motion was approved with a vote of 6-0-0. Dean Goss and Peter Bernstein were absent.
- b. The following In-Scope (CM Contingency) & GMP Allowance Items:
 - **G.) A Motion was made** by Bill Drake and seconded by Jake Allen **to approve ATP #178 for Kitchen steamer piping, dated PCI 6/10/19 for the amount of \$951.00.** A vote was taken and the motion was approved with a vote of 6-0-0. Dean Goss and Peter Bernstein were absent.
 - **H.) A Motion was made** by Bill

Drake and seconded by Brian Harris **to approve ATP #187 for Additional elevator run time for FF&E deliveries, dated PCI 6/27/19 for the amount of \$11,501.00.** A vote was taken and the motion was approved with a vote of 6-0-0. Dean Goss and Peter Bernstein were absent. • **I.) A Motion was made** by Brian Harris and seconded by Bill Drake **to approve ATP #194 for Gym wood floor sanding, dated PCI 7/11/19 for the amount of \$2,691.00.** A vote was taken and the motion was approved with a vote of 6-0-0. Dean Goss and Peter Bernstein were absent. • **J.) A Motion was made** by Bill Drake and seconded by Jake Allen **to approve ATP #196 for Premium Time Pt-8, dated PCI 7/11/19 for the amount of \$4,397.00.** A vote was taken and the motion was approved with a vote of 6-0-0. Dean Goss and Peter Bernstein were absent. • **K.) A Motion was made** by Bill Drake and seconded by Jake Allen **to approve ATP #197 for Touch-up paint, dated PCI 7/11/19 for the amount of \$5,725.00.** A vote was taken and the motion was approved with a vote of 6-0-0. Dean Goss and Peter Bernstein were absent.

- c. **A Motion was made** by Bill Drake and seconded by Jake Allen **to approve Gilbane's Construction Requisition #19 dated 7/10/19 for the period from 6/1/19 to 6/30/19 for the amount of \$481,664.05.** A vote was taken and the motion was approved with a vote of 6-0-0. Dean Goss and Peter Bernstein were absent.
- d. **A Motion was made** by Jake Allen and seconded by Brian Harris **to approve CES Invoice #22 dated 6/30/19 for the amount of \$11,399.79.** A vote was taken and the motion was approved with a vote of 6-0-0. Dean Goss and Peter Bernstein were absent.
- e. **A Motion was made** by Jake Allen and seconded by Bill Drake **to approve CSG Invoice #19 dated 7/15/19 for the amount of \$7,232.00.** A vote was taken and the motion was approved with a vote of 6-0-0. Dean Goss and Peter Bernstein were absent.
- f. **A Motion was made** by Bill Drake and seconded by Brian Harris **to approve Special Testing Laboratory Invoice #33153 dated 4/30/19 for the amount of \$375.00.** A vote was taken and the motion was approved with a vote of 7-0-0. Dean Goss and Peter Bernstein were absent. (see 6/12/19 meeting minutes Item #6.d. for original invoice. This is only a duplicate, not another invoice)
- g. **A Motion was made** by Brian Harris and seconded by Patricia Kantorski **to approve TSKP Studio Invoice #36 dated 7/1/19 for the amount of \$10,800.** A vote was taken and the motion was approved with a vote of 6-0-0. Dean Goss and Peter Bernstein were absent.
- h. Steve Walko asked for the invoice for the playground equipment. He was informed that the invoice would be submitted at the end of the installation.

7. Update on Claims by Subcontractors & Update on Demolition

- a. Karrie Kratz discussed the status of the pending claims from the subcontractor's Action Air and Ferguson. Ms. Kratz said Gilbane was working with both of them to find a resolution.
- b. Mr. Chu said the chipping and blasting would be finished this week.

8. Approval of Meeting Minutes

- a. No meeting minutes were submitted.

9. Discussion of Next Steps

- a. **A Motion was made** by Clare Kilgallen and seconded by Dean Goss **to approve the Quarterly Report covering March 1 - May 31, 2019.** A vote was taken and the motion passed with a vote of 6-0-0. Peter Bernstein and Dean Goss were absent.
- b. The next meeting will be August 14th at 8:00 am at the New Lebanon School, Room #219.

10. Adjourn

- a. The meeting was adjourned by Steve Walko at 9:45 am.