

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

DATE: Wednesday, December 4, 2019
TIME: 8:00 - 9:00 am
LOCATION: New Lebanon School, Media Center

Committee Members Present:

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

Ex-Officio Members Present:

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

Others Present:

Jae Chu (Gilbane-Project Engineer)
Chris Cykley (CSG-Clerk-of-the Works)
Dan Watson (DOF-BOE)
Alley Bartholomew (NL Principal)
Klara Monaco (NL Principal)

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 five critical areas which need to be immediately addressed and completed by Gilbane. They are: 1.) Front Doors, 2.) Floors, 3.) Sound System, 4.) Bridges & 5.) Elevator. Jae Chu said Gilbane is working on each of the items. Regarding the sound system Chu discussed how it can be operated from an iphone by Bluetooth and secured with a password. Brian Harris commented that this information will be part of the Turn-Over Documents.
- b. Steve Walko inquired about the status of the C of O. Jae Chu told the committee the last item, the kiln, will be inspected Tuesday, December 10th. Chu added that Gilbane has an internal deadline of December 31st to obtain the final C of O.
- c. Clare Kilgallen noted that everyone needs to know how to use the AV equipment. Jae Chu said there would be a basic training class given to the school teachers and administrators on how to use the AV system.
- d. Steve Walko said the AV system and score board must be properly working by Saturday, December 10th for the Dedication Ceremony. Jae Chu said Gilbane was checking the PA system and would address any problems by the 10th. Walko stressed that the Electrician, RnB and Gilbane need to do a complete review of the system. Patricia Kantorski inquired if these issues were typical. Chu said if the problems persist, Gilbane will hire another company to complete the work.
- e. Alley Bartholomew noted that the sound system and the front doors were a priority to be fixed by Saturday, December 10th for the Dedication Ceremony.
- f. The committee discussed the bridge electric snow melt system. Jae Chu said Gilbane will adjust the temperature that the systems turns on to be above 37° F.
- g. Jae Chu informed the committee that if the elevator mother board was not working, it would be replaced by Saturday the 10th.
- h. Dan Watson inquired about the kitchen drains. Jae Chu said the drain issue has been resolved. Alley Bartholomew and Klara Monaco noted the expansion joints at the bridge walkway needs to have a cover.
- i. Steve Walko said if the front doors were not properly fixed by the 18th then the doors need to be replaced.

3. Discussion & Vote on Gilbane's Invoice

- a. **A Motion was made** by Clare Kilgallen and seconded by Brian Harris **to approve Gilbane's Construction Requisition #23 dated 11/04/19 for the period from 10/1/19 to 10/31/19 for the amount of \$201,777.92.** A vote was taken and the motion was approved with a vote of 5-0-0. Jake Allen, Dean Goss and Bill Drake were absent.
- b. **A Motion was made** by Jake Allen and seconded by Brian Harris **to approve MRC Invoice #3282 dated 8/29/19 for the amount of \$201,876.38.** A vote was

taken and the motion was approved with a vote of 6-0-0. Dean Goss and Bill Drake were absent.

4. **Approval of Meeting Minutes**

- a. **A Motion was made** by Clare Kilgallen and seconded by Brian Harris **to approve the Minutes of Meeting for November 13, 2019 as amended.** The motion was approved with a vote of 6-0-0. Dean Goss and Bill Drake were absent.

5. **Discussion of Next Steps**

- a. The committee discussed that the HC/2-5 year old children's swings need to be replaced with bucket type seats.
- b. Peter Bernstein noted that Christina Downey and his position on the NLBC will not change until 2020.

6. **Adjourn**

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