



TOWN OF  
**GREENWICH**

**Old Greenwich School Building Committee**  
**Tuesday, October 18, 2022**  
**Old Greenwich School**  
**7:00am**  
**Virtual (Hybrid) Meeting**

**Meeting Notes**

Committee Roster

	Present	Absent
<b>Voting Members</b>		
James Waters (Chair)	P	
Jackie Welsh (Vice Chair)	P	
Barbara O'Neill (Secretary)		A
Cristina Dawson	P	
Leigh Erin Izzo	P	
Leander Krueger	P	
Stephen Selbst	P	
Michael Joseph Mercanti-Anthony		A
<b>Ex Officio Members</b>		
Jennifer Bencivengo (Principal)	P	
Janet Stone McGuigan (BOS)	P	
Molly Saleeby (RTM)	P	
James Michel (DPW)	P	
Peter Lowe (P&Z)	P	

Agenda Item	Topic	Description
1.00	Call to Order	<ul style="list-style-type: none"> <li>Mr. Waters called the meeting to order at 7:09 AM</li> </ul>
2.00	Housekeeping	<ul style="list-style-type: none"> <li>Hand out of agenda outline</li> <li>Contact list and sign ins passed around.</li> <li>Alternate meeting times discussed; will keep 7am Tuesdays for now</li> <li>Key Resources posted Agendas Master plan, Capital plans</li> <li>Google Drive to be used for document storage and organization</li> </ul>
3.00	Discussion of committee budget for the effort FY22-23	<ul style="list-style-type: none"> <li>BET Capital plan update and discussion</li> </ul>
4.00	Discussion of Ed Specs	<ul style="list-style-type: none"> <li>Committee was informed that Ed Specs approved are bare bones</li> <li>Discussion of enrollment projections.</li> <li>Over student projection 2 years in a row</li> <li>Covid caused fluctuations in student projections. OGS highly transient community.</li> <li>New construction of housing in OG will impact enrollment</li> <li>OGSBC to read Ed Specs for next meeting agenda</li> <li>OGSBC to post questions on Google drive for next meeting</li> <li>Half size drawings requested. Principal Bencivengo to follow up</li> <li>Stakeholders were discussed and OGSBC agreed to involve eg: <ul style="list-style-type: none"> <li>ADA advisory committee</li> <li>Energy committee</li> <li>Old Greenwich Association</li> </ul> </li> <li>Sub committees proposed: <ul style="list-style-type: none"> <li>Finance: Steven Selbst, Cristina Dawson, James Waters</li> <li>RFPs: Leander Krueger, Cristina Dawson, Leigh Erin Izzo, Jackie Welsh, to begin reviews by next Tuesday's meeting</li> </ul> </li> </ul>
5:00	Existing Drawing	<ul style="list-style-type: none"> <li>OGSBC to review Master Plan Appendix</li> <li>Drawings, Survey, Soil, Drainage</li> </ul>

6.00	Discussion of town budget timeline	<ul style="list-style-type: none"> <li>• Are soil tests requirement TBD</li> <li>• Timeline diagram distributed also posted on Google drive</li> <li>• Federal Government Resolution, ADA timelines and requirements information needed. Intent to avoid legal claims due to non-compliance of ADA.</li> <li>• Funding discussed</li> </ul>
7.00	Discussion of RFP for owner's representative and architect	<ul style="list-style-type: none"> <li>• OGSBC to prepare RFP to post by end of year</li> </ul>
8.00	Mapping out RFP timeline	<ul style="list-style-type: none"> <li>• OGSBC preferred open seat on committee to have construction expertise</li> </ul>
9.00	Other	<ul style="list-style-type: none"> <li>• RFP sub committee to use track changes</li> <li>• Question from Leigh: What do cost summaries represent as specified online? Leigh to review directly with James.</li> <li>• OGSBC tour of school to be today and next Tuesday</li> <li>• Are templates available for use from CMS BC for efficiency?</li> </ul>
10.00	Approval of Minutes of our October 13, 2022	<ul style="list-style-type: none"> <li>• Not available</li> </ul>
11.00	Adjourn	<ul style="list-style-type: none"> <li>• Meeting was adjourned at 8.07</li> </ul>