



TOWN OF GREENWICH

**Old Greenwich School Building Committee
Wednesday, November 2, 2022
7:00am
Old Greenwich School and via Zoom**

Meeting Notes

Committee Roster

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

Agenda Item	TOPIC	Description
1.00	Call meeting to order	<ul style="list-style-type: none"> Meeting was called to order at 7:03.
2.00	Housekeeping	<ul style="list-style-type: none"> Discussed using WhatsApp as a more efficient way to communicate for basic coordination.
3.00	Approve minutes	<ul style="list-style-type: none"> Motion to approve Jackie Welch, seconded Leander Kreuger. Vote 8-0-0.
4.00	Update from Finance Subcommittee	<ul style="list-style-type: none"> The committee emailed with Peter Mynarski, Town Comptroller, about finance process. James Waters and Jackie Welch have signature authority, will send in Delegation of Authority form.
5.00	Update from Public Relations Subcommittee	<ul style="list-style-type: none"> Volunteers to serve on the subcommittee include Molly Saleeby, Janet Stone McGuigan, Barbara O'Neill, Jen Bencivengo and James Waters. A subcommittee meeting will be organized before the next full committee meeting on November 8.
6.00	Update from Consultant Selection Subcommittee <ul style="list-style-type: none"> Discuss and vote on RFP for architectural services Discuss and vote on RFP for owner's rep Discuss and vote on target schedule milestones 	<ul style="list-style-type: none"> James, Jackie, and Barbara met with Eugene to review the timeline for RFP for Owners Rep, and Architect and to clarify communication protocols. Architect RFP was discussed, voting deferred to the next meeting. Discussion of owner's rep RFP deferred to the next meeting. Discussion of target schedule milestones deferred to the next meeting.
7.00	Adjourn	<ul style="list-style-type: none"> Motion was made to adjourn at 8:03.
8.00	Motion to move to executive session at 8:05 am	<ul style="list-style-type: none"> It was moved and seconded to move to executive session to discuss the need for legal advice in negotiating contracts given questions about scope. All meeting attendees remained. Vote to come out of executive session at 8:15am, no votes were taken during the session.