

Greenwich Board of Education Minutes of the GHS Front Entry Committee Meeting

DATE: December 6th, 2023

LOCATION: GHS and Virtual via Google Meet

TIME: 8:00 am

Committee Members Present:

Stephen Walko - Chairman

Maureen Bonanno-Secretary

Karen Hirsh (BOE)

Stephanie Cowie

Leslie Moriarty (BET)

Ashley Cole

Ex-Officio Members Present:

Craig Amundson (RTM)

Lauren Rabin (Board of Selectmen)

Will Schwartz (DPW)

Tom Bobkowski (BOE - Central Office)

Steven Swidler (BOE Staff)

Others Present:

David Stein (Silver Petrucelli)

Mike Lampel (Wernert)

Bob Washburn (Silver Petrucelli)

James Giuliano (CSG)

Max Wernert (Wernert)

Christina Downey

Not Present:

Dennis Yeskey (**P&Z**)

Dan Watson (BOE- Central Office)

Louis Contadino

Jake Allen - Vice Chairman

Ralph Mayo (GHS Principal)

- **Call to Order:**

- Meeting was called to order by Mr. Walko at 8:02 a.m.

- **Project Update:**

- Mr. Walko opened the meeting asking for a motion to approve the RTM Report which was circulated to the committee.

- **Motion to Approve RTM Report:**

Motion was made by Ms. Moriarty and seconded by Ms. Cowie to approve the RTM Report. The motion was approved. *The Motion Passed 5-0-0.*

- **Landscaping/Brick Fundraising Campaign Update:**

- Ms. Cowie gave an update on the brick fundraiser, noting there was an article in the newspaper today and we have sold 261 bricks as of yesterday. Ms. Cowie added that in addition to the Greenwich Time article, there were communications through the GHS PTA, PTAC, Dr. Jones and Mr. Mayo's office.
- Ms. Bonanno stated that there are sponsors interested in making a larger donation and there needs to be a process and set amounts. Mr. Walko suggested we get a list from Mr. Stein with the costs of the bench segments, tables and green wall and a suggestion for plaque sizes and bundle them together and the cost would include installation.
- Mr. Stein stated there could be a simple bench plaque and he will provide a one page PDF of each item. Mr. Walko stated that the cost of installation could be an estimate.
- Mr. Walko stated that we could then run through the approval process through the BOE, RTM and BET.
- Ms. Downey noted that timing could be an issue with RTM approval.
- Mr. Walko noted his concern over the maintenance of the green wall. Mr. Stein noted that it does not require irrigation but does require maintenance. Ms. Bonanno suggested that the GHS Beautification Committee could assist with maintenance of the green wall.
- Mr. Lampel asked about mounting of the benches and Mr. Stein responded that we will be doing surface mounting.
- Mr. Walko then stated that Parks and Rec does not want the current concrete benches/tables. Mr. Walko also noted that Mr. Stein had stated that at least 5 of the old benches could temporarily be used in the right corner, however, Ms. Cowie noted that the GHS PTA funded tables will be going there, so that solution will not work.

- **Motion to Remove Existing Concrete Benches:**

Motion was made by Ms. Moriarty and seconded by Ms. Cowie to remove the existing concrete benches. The motion was approved. *The Motion Passed 5-0-0.*

- **Project Update:**

- Mr. Lampel stated the structural steel erection has begun and the next two weeks will be starting the masonry work on the new walls and maintaining or ahead of schedule.
- Mr. Walko asked whether the work can be impacted by the weather and Mr. Lampel responded that it would not be.
- Mr. Walko asked for an update on punching through to the main office and Mr. Lampel responded that they met with Mr. Mayo and his team to review the logistics involved with relocating the staff, especially the nurse, handicap and security issues.
- Mr. Lampel stated that together they created a logistics plan, with the existing waiting area becoming a new office, the existing conference room/storage room will be an open area where the new front desk is and during winter recess in Feb. they will erect a new office and relocate

staff to those spaces and the rest of the work will take place between winter break, spring break and summer break, so the entire staff will not need to be relocated.

- Mr. Walko asked about the impact of the timeline and Mr. Lampel said that it will not impact the timeline of the overall schedule and they have minimized the relocation and isolated the work for times when the staff is not there.
- Ms. Downey asked about access to the nurses office and Mr. Lampel stated that if they can get the new office up during winter recess, they can maintain the front doors as active and this is the least intrusive and least expensive.
- Mr. Walko confirmed with Wernert that everyone involved was on board with this plan.
- Mr. Walko asked about the security desk and whether they are all set on that with Mr. Bobkowski, and Mr. Lampel noted that they need to coordinate sizes of the equipment with the millwork drawing.
- Mr. Lampel noted that they will have physical samples of materials by the next meeting and there is no long lead time on materials.
- Mr. Lampel stated there are two pieces of manufactured case work, the front desk is a U-shaped set up with a half gate and the security desk in the office, both have a plastic laminate finish on the and a Corian countertop. Ms. Moriarty asked if this material was used throughout the school and Mr. Lampel responded that it typically is the same type of material.
- Mr. Walko asked about the roofing product, and noted that the committee should see any design samples and Mr. Lampel noted that the samples were reviewed and everything is in the off white family to match existing.
- Ms. Moriarty asked about ARC and Mr. Stein stated they will send information to them. Mr. Stein stated they will provide a color board and samples for the next meeting and Mr. Lampel will bring samples for the millwork.
- Regarding the architect update, Mr. Washburn confirmed that the project is on schedule and will issue a report after today's visit to the site.
- **Owner's Rep Update:**
 - Mr. Giuliano is meeting with Blaize next week to review the new state reimbursement process and to coordinate efforts.
 - Mr. Walko asked when we should expect our first filing and Mr. Giuliano responded in January and then every other month but it depends on how often the state pays, since once you submit a reimbursement, you can't start another until paid.
 - Mr. Stein confirmed that they prepared the documentation for the change orders for the state and noted there were a total of 3 change orders; we are getting close to the 6 month time frame, they need to be processed. Mr. Giuliano confirmed that the state needs 4 signatures.
- **Motion to Approve Invoices:**

Motion was made by Ms. Moriarty and seconded by Ms. Cowie to approve the Wernert invoice #4, approved by the architect, in the amount of \$44,044.14. The motion was approved. *The Motion Passed 6-0-0.*

Motion was made by Ms. Moriarty and seconded by Ms. Cowie to approve the CSG invoice #1 in the amount of \$2,222.73. The motion was approved. *The Motion Passed 6-0-0.*

- Ms. Moriarty noted that when we received the bids, there were 3 different levels, project manager vs. the senior level and we are being charged at a higher rate.

Motion was made by Ms. Moriarty and seconded by Ms. Cowie to approve the CMT invoice #2023-19860 in the amount of \$1,742.18. The motion was approved. *The Motion Passed 6-0-0.*

- **Moving Forward:**

- Mr. Walko noted that we will meet one more time in 2023, on December 20th and then keep the schedule every 2 weeks. Mr. Walko will send a schedule out for the next 6 months.
- The committee discussed whether to take on the Hamilton Avenue HVAC project as a building committee.

- **Motion to Approve Meeting Minutes:**

Motion was made by Ms. Moriarty and seconded by Ms. Cowie to approve the November 22nd meeting minutes as amended. The motion was approved. *The Motion Passed 5-0-1. Karen Hirsh Abstained*

- **Adjourn:**

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

Submitted by Maureen Bonanno on December 18th, 2023