



# TOWN OF GREENWICH

## Old Greenwich School Building Committee

Tuesday, September 24, 2024

7:00am

Old Greenwich School Media Center and via Zoom

### Meeting Notes

Committee Roster	Present	Absent
<b>Voting Members</b>		
James Waters (Chair)	P	
Jackie Welsh (Vice Chair)	P	
Barbara O'Neill (Secretary)	P	
Jason Brown		A
Cristina Dawson	Zoom	
Leigh Erin Izzo	P	
Leander Krueger	P	
Stephen Selbst (BET Rep)	P	
Michael Joseph Mercanti-Anthony (BOE Rep)	Zoom	
<b>Ex Officio Members</b>		
Jennifer Bencivengo (Principal)	P	
Janet Stone McGuigan (BOS)	P	
Molly Saleeby (RTM)		A
Peter Robinson (DPW)	Zoom	
Peter Lowe (P&Z)	P	
<b>Liaisons</b>		
Peter Schweinfurth (Liaison, EMAC)		A
Alan Gunzburg (Liaison, FSAC4PWD)	P	
<b>Project Team</b>		
David Stein (Silver Petrucelli & Associates)	Zoom	
Dean Petrucelli (Silver Petrucelli & Associates)		A
Steve Croteau (Silver Petrucelli & Associates)		A
Jesus Martinez (Silver Petrucelli & Associates)		A
Lawrence Rosati (Morganti Group)	Zoom	
Jeff Anderson (Downes Construction Company)	Zoom	
Anthony DiMauro (Downes Construction Company)	Zoom	
Joe Ryan (Downes Construction Company)	Zoom	
Ryan Patrick (Downes Construction Company)		A
Michael Dooley (AKF)		A
Joseph Devine (Langan)		A
Kristen Mitchell (Langan)		A
<b>Guests</b>		
Rich Bittenbender (OGS Neighbor)	P	

Agenda Item	TOPIC	Description
1.00	Call to Order	<ul style="list-style-type: none"> <li>Meeting was called to order at 7:05am.</li> </ul>
2.00	Housekeeping	<ul style="list-style-type: none"> <li>Next meeting on October 8</li> </ul>
3.00	Approve minutes from September 17 meeting	<ul style="list-style-type: none"> <li>Motion to approve minutes by Leander Krueger, second by Stephen Selbst, without objection approved by unanimous consent.</li> </ul>
4.00	Project Team Update <ol style="list-style-type: none"> <li>a. Construction Documents update</li> <li>b. Phasing Plan update</li> <li>c. CD estimate update</li> <li>d. OGA update</li> <li>e. Discuss early bid packages</li> </ol>	<ul style="list-style-type: none"> <li> <u>Construction Documents</u>: SPA reported that 95% drawings are completed and that RFIs are being generated and responded to on Downes file share. SPA reported that 3 design meetings occurred since the last committee meeting to discuss IT and telephone, security, and the HVAC unit on the roof of the addition. Morganti reported looking to complete its construability review by Friday. Morganti also reported that commissioning agent comments should be uploaded in the near term. Cristina Dawson reported that the playground colors have been finalized and that GameTime will update renderings based on color selection.         </li> <li> <u>Phasing Plan</u>: Downes and SPA met with Building officials and the Fire Marshal last week to discuss the phasing plan. Downes working with SPA on phasing egress plans and should be finalized next week. Chair reported that a State Modification will be required since the sprinkler system will not be installed throughout the entire building when the new addition is slated to be occupied. SPA is working on the State Modification submission, to include the narrative to accompany it. This is a high priority item to get completed.         </li> <li> <u>CD estimate</u>: Downes is working on its estimate and has some design questions that need to be answered; Downes proposed meeting with SPA in the near term to discuss these questions. Downes is aiming to share its draft estimate with PM&amp;C next week. Morganti reported that meetings have been held to update soft cost budgets for technology and telephone. Downes also raised upcoming schedule: estimate approval targeted for October 15; Chair reported BOE meetings scheduled for October 17 and 24; BET Budget Committee scheduled to meet November 13 and full BET meeting for November 18; RTM Call deadline is November 15 for its December 9 meeting. Downes targeting PCR meeting first two weeks of November and to have completed by mid-December so project can be taken out to bid early in the New Year. Downes asked SPA to start draft PCR checklist.         </li> <li> <u>OGA</u>: Chair reported that we are waiting on feedback from CT DEEP on the Flood Management Certification application; Langan will follow-up with CT DEEP.         </li> <li> <u>Early Bid Packages</u>: Chair reported on conversation with GPS COO Ben Branyan and that SPA will work on a memo explaining how the generator is needed for ADA compliance. Downes working on early bid packages for switchgear and generator and aiming to go out to bid in mid-October.         </li> </ul>

5.00	<p>Financial Update</p> <p>a. Discuss and vote on AKF invoice #265103 for \$7,804.80</p>	<ul style="list-style-type: none"> <li>• Motion by Leander Krueger to approve invoice as listed on agenda, second by Stephen Selbst, Vote 8-0-0.</li> </ul>
6.00	<p>Public Relations Update</p> <p>a. Discuss additional communications ideas</p> <p>b. Discuss Safety &amp; Phasing Forums on October 16</p> <p>c. Discuss both at OGS Pumpkin Patch on October 19</p>	<ul style="list-style-type: none"> <li>• <u>Additional Communications Ideas</u>: Chair reported on suggestions proposed to ensure committee continues to communicate the project to the public. Suggestions included having a sign at the school with a QR code that brings people to the OGSBC website, a dashboard that would provide regular updates, and monthly updates to the public. All agreed to continue to find ways to communicate to the public.</li> <li>• <u>Safety &amp; Phasing Forums</u>: Chair noted that committee needs to decide what topics should be presented at the forums and who should present them. Downes and Langan will present. Principal Bencivengo said she thought Downes should be prepared to speak to access to the fields and playground during construction as well as routes of egress during construction, as these are questions she is regularly asked. Chair to reach out to Brent Reeves and Peter Robinson to ask if they can be present at the forums. Leigh and Barbara to work with Chair on preparing for the forums.</li> <li>• <u>OGS Pumpkin Patch</u>: Leigh and Barbara to work with Chair on preparing for manning table during OGS Pumpkin Patch. Principal Bencivengo has pictures for a slide show and said the booth would be by the gym doors.</li> </ul>
7.00	<p>Executive Session</p> <p>a. Move Manager RFP update</p>	<ul style="list-style-type: none"> <li>• 8:00am Motion by Stephen Selbst to go into Executive Session and invite Morganti to join, second Leander Krueger, Vote 8-0-0.</li> <li>• Executive Session conducted</li> <li>• 8:07am Motion by Leander Krueger to come out of Executive Session, second Stephen Selbst. No votes taken.</li> </ul>
8.00	<p>Adjourn</p>	<ul style="list-style-type: none"> <li>• 8:07am Motion to Adjourn Leander Krueger, second Leigh Izzo.</li> </ul>