



# TOWN OF GREENWICH

## Old Greenwich School Building Committee

Tuesday, March 4, 2025

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)		A
Jason Brown		A
Cristina Dawson	P	
Leigh Erin Izzo	P	
Leander Krueger	Zoom	
Stephen Selbst (BET Rep)	Zoom	
Michael Joseph Mercanti-Anthony (BOE Rep)	Zoom	
<b>Ex Officio Members</b>		
Jennifer Bencivengo (Principal)	P	
Janet Stone McGuigan (BOS)	P	
Molly Saleeby (RTM)	P	
Peter Robinson (DPW)	Zoom	
Peter Lowe (P&Z)		A
<b>Liaisons</b>		
Peter Schweinfurth (Liaison, EMAC)		A
Alan Gunzburg (Liaison, FSAC4PWD)	Zoom	
<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	
Ryan Patrick (Downes Construction Company)		A
Joe Ryan (Downes Construction Company)	Zoom	
Michael Dooley (AKF)		A
Joseph Devine (Langan)		A
Kristen Mitchell (Langan)		A
<b>Guests</b>		
Dan Watson (GPS Facilities Director)		A
Rich Bittenbender (OGS Neighbor)	P	
Mark Dawson (Fire Marshal)	Zoom	

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>Chair reported that next meeting will be Tuesday March 18.</li> </ul>
3.00	Approve minutes from February 18 meeting	<ul style="list-style-type: none"> <li>Motion to approve February 18 meeting minutes by Leander Krueger, second Cristina Dawson, without objection approved by unanimous consent.</li> </ul>
4.00	Project Team Update <ol style="list-style-type: none"> <li>a. State Pre-Bid Conformance Review</li> <li>b. Main bid package</li> <li>c. Spring 2025 Schedule</li> <li>d. Stormwater Permit</li> </ol>	<ul style="list-style-type: none"> <li><u>State PCR Review</u>: SPA reported that the Sole Source letters are complete and approved. Final edits have been made to warrantee. SPA has heard from OGA that approval to bid is expected imminently. After that SPA will prep updated materials for permitting and bid documents. Morganti and Downes reported that this is consistent with what they've heard as well and they're not aware of any outstanding requests from OGA.</li> <li><u>Main bid package</u>: SPA reported that they have been working on updating the phasing plan for Downes. Downes reported that they will be getting the bid documents ready to reflect new dates and any changes from the OGA process and will coordinate with GPS Purchasing prior to going out to bid.</li> <li><u>Spring 2025 Schedule</u>: Downes reported that the project is likely to start towards the end of April / beginning of May, depending on the exact date of OGA approval. Members of the Downes construction team will be visiting the school this Thursday to meet Principal Bencivengo and members of the building committee.</li> <li><u>Stormwater Permit</u>: SPA reported that the CT DEEP has approved the Stormwater Permit and it has been received, so all approvals from CT DEEP are now complete.</li> </ul>
5.00	Financial & Consultant Selection Update <ol style="list-style-type: none"> <li>a. Review and vote on Shipman &amp; Goodwin invoice #656727 for \$100</li> <li>b. Review and voted on Shipman &amp; Goodwin invoice #659398 for \$1,250</li> <li>c. Early Electrical Package Change Order</li> <li>d. Prep for GMP</li> <li>e. RFP for Material Testing</li> </ol>	<ul style="list-style-type: none"> <li><u>Shipman &amp; Goodwin Invoices</u>: Motion by Leigh Izzo to approve both invoices as listed on agenda, second by Cristina Dawson, Vote 7-0-0.</li> <li><u>Early Electrical Change Order</u>: Downes reported that McBride is working on the number for the change order and Downes expects an answer today. Downes is aiming to present this to the building committee on March 18.</li> <li><u>Prep for GMP</u>: Building committee members Leigh Izzo, Stephen Selbst, Jackie Welsh, Molly Saleeby, and the Chair will work to help review some of the GMP documents in advance of Downes' submission of the formal GMP. Downes suggested a Zoom call in the next week to orient them to the materials. The goal is to complete review of some of the ancillary schedules now to save time later.</li> <li><u>RFP Material Testing</u>: Morganti reported that the RFP was put on the street on February 26 with a bid opening on March 14. No RFI's had been submitted to date. Once bids received, building committee will need to review and score the proposals and interview the top candidates, as has been done when hiring other members of the team. Morganti to take the lead on prepping some of the materials for this.</li> </ul>
6.00	Public Relations Update <ol style="list-style-type: none"> <li>a. Prep for Ground-breaking</li> </ol>	<ul style="list-style-type: none"> <li><u>Prep for Ground-breaking</u>: Building committee members Principal Bencivengo, Molly Saleeby, Mike Mercanti-Anthony, Cristina Dawson, and the Chair will work to prep for the Ground-breaking</li> </ul>

b. Communications  
Dashboard

ceremony scheduled for April 23. Chair will provide time at each building committee meeting for an update on this important workstream.

- Dashboard: Chair reported that work is continuing to develop the dashboard, citing a graphic for depicting the phasing as a work in process. He will bring a draft to the building committee when ready.
- OGS Dishwasher: Principal Bencivengo stated the existing kitchen has no dishwasher and the school is currently using paper trays; she mentioned that the Superintendent would like to include a dishwasher in the project. Principal Bencivengo is expecting to have a product data sheet of the requested dishwasher unit to share. Vice Chair stated this needs to be reviewed as it is not part of the Ed Specs, and perhaps this should be discussed with Dan Watson. All agreed if this work is to be performed, it should occur during Summer 2026 when that portion of the building is renovated. SPA advised that if this is incorporated into the project, design time would be needed to review layout and mechanical/electrical requirements based on available space and the dishwasher selected. Principal Bencivengo to circle back with the Superintendent on this.

8.00 Adjourn

- 7:47am Motion to Adjourn Cristina Dawson, second Leigh Izzo.