



TOWN OF GREENWICH

Old Greenwich School Building Committee

Tuesday, April 1, 2025

7:00am

Old Greenwich School Media Center 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	
Jason Brown		A
Cristina Dawson	P	
Leigh Erin Izzo	Zoom	
Leander Krueger	P	
Stephen Selbst (BET Rep)		A
Michael Joseph Mercanti-Anthony (BOE Rep)		A
Ex Officio Members		
Jennifer Bencivengo (Principal)	P	
Janet Stone McGuigan (BOS)	Zoom	
Molly Saleeby (RTM)	P	
Peter Robinson (DPW)	Zoom	
Peter Lowe (P&Z)	P	
Liaisons		
Peter Schweinfurth (Liaison, EMAC)		A
Alan Gunzburg (Liaison, FSAC4PWD)	Zoom	
Project Team		
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)	P	
Jeff Anderson (Downes Construction Company)		A
Anthony DiMauro (Downes Construction Company)	Zoom	
Ryan Patrick (Downes Construction Company)		A
Joe Ryan (Downes Construction Company)	P	
Michael Dooley (AKF)		A
Joseph Devine (Langan)		A
Kristen Mitchell (Langan)		A
Guests		
Dan Watson (GPS Facilities Director)	Zoom	

Agenda Item	TOPIC	Description
1.00	Call to Order	<ul style="list-style-type: none"> Meeting was called to order at 7:05am.
2.00	Housekeeping	<ul style="list-style-type: none"> Chair reported next meeting will be April 8 and then April 22.
3.00	Approve minutes from March 18 meeting	<ul style="list-style-type: none"> Motion to approve March 18 meeting minutes by Leander Krueger, second Cristina Dawson, without objection approved by unanimous consent.
4.00	Project Team Update <ol style="list-style-type: none"> a. Main bid package b. Building Permit c. Playground d. Move Manager 	<ul style="list-style-type: none"> <u>Main bid package</u>: Downes reported that the project is out to bid and they have reached out to many subcontractors to generate interest. Downes reported that a non-mandatory walk through will be held at the school on April 8, which has been coordinated with Principal Bencivengo. Bids are due April 21 and if an addendum is issued it will be revised to April 28. <u>Building Permit</u>: Downes reported that it is meeting with P&Z today and then will stop by and see other town departments for the permit set. Peter Robinson said the town's 30-day review period for permits starts once they have received all signoffs – health, wetlands, highway, sewer, zoning and Fire Marshal. <u>Playground</u>: Morganti reported that Gametime shop drawings were approved on March 26 and the town is issuing purchase orders for two shipments at the same among previously approved by the building committee. Once the purchase order is complete, project team will coordinate delivery and installation. Chair reported that an invoice will be forthcoming for fabrication deposit. <u>Move Manager</u>: Morganti reported doing a walk through with Meyers last week to allow them to complete their budget pricing for the project. <u>Custodians</u>: Chair reported that he has spoke to Ben Branyan to begin discussions about custodial coverage for the project based on the phasing plan. Chair to schedule a call to review phasing plan with Ben Branyan and Dan Watson so they can fully understand the construction phase occupancy.
5.00	Financial Update <ol style="list-style-type: none"> a. Review and vote on SP+A invoice #25-1756 for \$2,180.48 b. Prep for GMP c. Private Donations 	<ul style="list-style-type: none"> <u>SP+A Invoice</u>: Motion by Leander Krueger to approve SP+A invoice as listed on agenda, second by Cristina Dawson, Vote 6-0-0. <u>Prep for GMP</u>: Chair and Leigh Izzo noted that no action required at this time and they will coordinate with Shipman & Goodwin to be prepared for review of the GMP when submitted. <u>Private donations</u>: Principal Bencivengo reported that a meeting was held with PTA members to discuss donations. The PTA is suggesting a brick campaign, etching bricks that are under the front entry seat walls. Goal for campaign would be to target 300 to 500 bricks. Building committee asked Downes to advise quantity of bricks at the seat wall and cost to etch each brick. Principal Bencivengo stated they could expect a sizable donation to contribute to FF&E for existing classrooms. She reported that OGS has not bought new furniture in over 10 years. This will continue to be discussed with the BOE and fundraising likely would occur over an extended period. PTA is preparing a letter to submit to the BOE.

6.00	Public Relations Update a. Prep for Ground-breaking	<ul style="list-style-type: none"> • <u>Other</u>: Chair reported that the monthly financial report would be presented at next meeting, along with invoices Morganti and Shipman & Goodwin. • <u>Prep for Ground-breaking</u>: Chair reported that invites have gone out to PTA, BOE, and local elected officials. Working group is working with Downes on exact mechanics and details of the event. • <u>Dashboard</u>: Chair shared draft in advance of meeting and asked for comments. Working group will meet later this week to gather input, with a goal of having final draft at the next meeting. Goal is to have dashboard concept incorporated in advance of Groundbreaking ceremony. • <u>Other</u>: Chair reported that RTM Quarterly Report to be considered at next meeting.
7.00	Consultant Selection Update a. Executive Session to review proposals for RFP #2506-25 Materials Testing b. Discuss and vote on proposals for RFP #2506-26 Materials Testing	<ul style="list-style-type: none"> • 7:51am Motion by Leander Krueger at to go into Executive Session and invite owner's representative to join, second Cristina Dawson, Vote 6-0-0. • <u>Executive Session</u>: Discussed proposals received under RFP #2506-25. • 8:07am Motion by Leander Krueger to come out of Executive Session, second Cristina Dawson, without objection building committee came out of Executive Session. • Motion by Leander Krueger to award Special Testing Laboratories of Bethel, CT as winning bidder for RFP #2506-26 Materials Testing, second Cristina Dawson, Vote 6-0-0.
8.00	Adjourn	<ul style="list-style-type: none"> • 8:11am Motion to Adjourn Leander Krueger, second Cristina Dawson.