



**Central Middle School Building Committee  
Meeting Minutes**

**MEETING DETAILS**

Meeting Number	22-022	
Purpose	Weekly Meeting	
Meeting Date	11/22/2022	
Meeting Time	8:00 AM	
Location	290 Greenwich Ave - Board of Education Building - Havemeyer Board Room	

Invitee	Committee Members	Email Address	Virtual / In Person	Attendance
Chairman	Tony Turner	tony.turner@greenwichct.org	In Person	Present
Vice Chairman	Clare Lawler Kilgallen	ClareCMSBC@gmail.com	In Person	Present
Secretary	Christina Poccia	ChristinaCMSBC@gmail.com	Virtual	Present
	Todd Klair	TKlair.cms@gmail.com	Virtual	Present
	Greg Piccininno	gregcmsbuilding@gmail.com	Virtual	Present
	Joe Rossetti	joerossetti55@gmail.com	In Person	Present
	Josh Caspi	josh@caspiddevelopment.com	Virtual	Present
BET Rep	Nisha Arora	nisha.arora@greenwichct.org	Virtual	Present
BOE Rep	Laura Kostin	laura_kostin@greenwich.k12.ct.us	In Person	Present

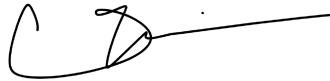
Invitee	Ex-Officio Members	Email Address	Virtual / In Person	Attendance
FSAC for People w/ Disabilities	Steph Cowie	cowiestephanie68@gmail.com	Virtual	Present
BoS Rep	Lauren Rabin	lauren.rabin@greenwichct.org	Virtual	Present
RTM Rep	Mike Spilo	mike@mspilo.com	Virtual	Present
DPW rep	John Vallerie	John.Vallerie@greenwichct.org		Absent
DPW rep	Michael Kiselak	Michael.Kiselak@greenwichct.org		Absent
Dr. Toni Jones rep	Daniel Watson	daniel_watson@greenwich.k12.ct.us	Virtual	Present
P&Z rep	Dennis Yeskey	dennis.yeskey@gmail.com	Virtual	Present

Invitee	Meeting Attendees	Email Address	Virtual / In Person	Attendance
Owners Rep	Chris Cykley	chrisc@csgroup-llc.com	Virtual	Present
SLAM	Kemp Morhardt		Virtual	Present

Agenda Item	Topic	Description
1.00	Call to Order	Motion to call the meeting to order 8:05am
1.01	Vote	All in-favor - Unanimous
2.00	Housekeeping	No housekeeping items noted
3.00	Discussion and Revisions of A and E Budget	Team to approve A and E budget template, a version is to be circulated.
3.01	Next Steps for A and E	CSG to work with SLAM to work a proposed final budget.
3.02	Final Proposed Budget	Final proposed budget to be presented at the next CMSBC meeting on 11/29.
3.03	Soft Cost Categories	Soft Costs should be broken out in a budget
3.04	Timeline for Expenditures	As a
3.05	Contingency	CSG builds their budget with the design contingency in the total contingency
3.06	CM	CM being brought on for Pre-construction services and should be put in the soft costs budget
3.07	Architect Services	All services contracting under architect should be listed and under a sub and listed as "included in architect services"
3.08	Legal Service	Estimated costs for legal services to be included in soft costs
	Template - Budget	CSG to circulate a template for the budget by EOD 11/22/22
	Budget - Alternate options	Team to discuss at the next meeting, different cost options and reasoning to pursue or not approve.
3.04	Review and Discussion of Process for Construction Manager at Risk RFP	Preferred option for the committee to complete this task.

3.05 CM at Risk GMP	Clare Kilgallen moves that we proceed with CM at risk GMP
3.06 CM at Risk GMP	There is no opposition with moving forward with a CM at risk GMP
3.07 CM at Risk GMP	CSG to come back with a proposed red line for CM at risk document
3.08 BET	It has been requested for the BET to comment on the current budget for the project.
3.09 BET	The chair moves to not discuss this item at this time.
3.10 Site Visit with Architect	A date for a site visit to be scheduled and the members of the building committee will have an invitation extended to them
3.11 BET - Signing on Architect	The BET has confirmed that it is the direction of the Committee to follow the Board of Ed Specs. The BET and the Board of ED will work together to work through the budget. The BET would like this process to move forward.
3.12 Defensible Budget Numbers	The chair has confirmed that every budget number will be a defensible number
4.00 Traffic Situations	Increase in traffic is becoming an issue and is of high concern. The team should look at alternative options to help elevate this.
5.00 Pending Invoices	CSG Invoice
	Clare moves and Josh seconded to approve invoice
Vote	All in-favor - Unanimous - 8-0-0 - Todd absent from vote
6.00 Approval of minutes for Aug. 2	Not ready for approval
6.00 Meeting	Moved to adjourn meeting 9:12 am
6.01 Vote	All in-favor - Unanimous - 8-0-0 - Todd absent from vote

**Meeting Closed**



**Prepared by:**

Christina Poccia, Secretary  
Central Middle School Building Committee