

Central Middle School Building Committee
Sub-Committee on Communications

Thursday, April 20, 2023
APPROVED MINUTES

Sub-committee members present: Clare Kilgallen*, Greg Piccininno* (portion), Laura Kostin* (portion), Lauren Rabin, Tony Turner*

Absent: Dennis Yeskey

(* – CMSBC voting member)

Others present: Stephanie Cowie (FSAC4PWD Liaison) & Chris Cykley (CSG)

1. Call the meeting to order.

- a. Lauren Rabin called the meeting to order at 3:35PM.

2. Approve minutes from March 30.

- a. A Motion was made by Laura Kostin and seconded by Clare Kilgallen to approve the minutes. The minutes were approved 2-0-1 (Tony Turner abstained).

3. New items for CMSBC web page www.greenichschools.org/cmsbc

- a. Committee email address: Lauren Rabin took the action to request the email address to contact the BC be added to the website on the main page under the Heading of CENTRAL MIDDLE SCHOOL BUILDING COMMITTEE. As a reminder the email address is CMSBC.CTinfo@gmail.com. There will be an auto reply to those sending content to the address and these emails will be forwarded to the full building committee for disposition.
- b. BC and DRC meeting material packets: The committee discussed that no other BC is posting meeting material packets on the various BC webpages, but that any public facing materials would continue to be posted to our BC webpage under related documents.

4. Expand pool of neighbor communications

- a. The committee discussed posting an infographic on the process and when and where community input is needed/required. Clare Kilgallen took the action to see if we can use a graphic a prior BC The subcommittee discussed reconfirming with neighborhood associations (like Ponderosa) and someone from each abutting street if they could help be the conduits for communication (in addition to posting more on our webpage). We identified the following to confirm:
 - Ponderosa: Susan Randolph*
 - Coach Lamp Lane: Arthur Lee
 - Indian Rock: Warren Silver*
 - Orchard Street: Katie Nogaki* and/or Lian Tel
 - Stanwich Road: Rachel or Robert Koven
 - * BOS previously interviewed for a single neighbor liaison to the BC

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5. Use of letterhead for BC communications.

- a. The OG Principal created letterhead for the OGBC, but it was not needed for the CMSBC.

6. Other

- a. The subcommittee reviewed RTM assignment recommendations for the May meetings. Noting that the focus is to answer questions about the submitted report and the current capital budget...until or if anything changes, we are not to be advocating for additional funding. Talking points will be provided.
- b. Clare Kilgallen informed the subcommittee she is planning on speaking at the April 20 BOE meeting on behalf of WMS filed remediation and where we are in the CMSBC process.
- c. Laura Kostin asked questions about the Municipal Improvement process and next steps for the BOE.

7. Adjourn

- a. A Motion was made by Clare Kilgallen and seconded by Tony Turner to adjourn. The meeting adjourned without objection at 4:30PM.

Prepared by Lauren Rabin