

Central Middle School Building Committee
Sub-Committee on Communications

Thursday, May 4, 2023
Approved MINUTES

Sub-committee members present: Clare Kilgallen*, Laura Kostin*, Lauren Rabin, Tony Turner* (* – CMSBC voting member)

Others present: Jim Giuliano (CSG Group), Samantha D'Agostino (CSG Group), Stephanie Cowie (FSAC4PWD Liaison)

1. Call the meeting to order.

- a. Lauren Rabin called the meeting to order at 3:33pm.

2. Approve minutes from April 27.

- a. A Motion was made by Tony Turner and seconded by Clare Kilgallen to approve the minutes. The minutes were approved 2-0.

3. Logistics for May 8, 2023, Forum.

- a. SLAM had suggested using the Mentimeter tool again to collect questions. The sub-committee recommends a verbal Q&A to create a more personal connection with the neighbors. We will still document the questions asked and answered.
- b. There will be a sign-in sheet to collect email addresses for those wishing more regular communications regarding project milestones and timing for neighbor input.
- c. CSG developed a high-level infographic to indicate major milestones.
 - **ACTION:** Clare Kilgallen took the action to share similar content that was used during the New Lebanon project.
 - **ACTION:** CSG to gain feedback on the infographic from Dennis Yeskey.
- d. The sub-committee discussed the agenda for the meeting and assigned roles and responsibilities for BC members to help facilitate. Tony Turner will open and close the meeting. Lauren Rabin will facilitate the neighbor questions and feedback.
 - **ACTION:** CSG to ensure SLAM obtained feedback from Town Planner Patrick LaRow on potential neighbor concerns.

4. Promotion of May 17, 2023, Forum.

- a. Clare Kilgallen has already provided information to be included in Fred's May 5 Community Connections (and will be repeated on May 12). Both the room and zoom have been reserved.
- b. **ACTION:** Clare Kilgallen to confirm with Jonathan Supranowitz on the media outlets the district will use to promote the Forum and the frequency of each promotion.

5. Verify updates have been made to the BC and GPS Fact Sheets.

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- a. The sub-committee discussed and agreed to wait until the revised Ed Specs are documented and the Neighbor Forum held, to update the Fact Sheets.

6. Replies to CMS BC emails.

- a. Emails to CMSBC.CTinfo@gmail.com are only being forwarded to cms_buildingcommittee@greenwich.k12.ct.us Since the BC members with TOG email addresses are not getting these emails, Clare Kilgallen (as primary) and Christina Poccia (as secondary) will make sure they are forwarded to the TOG recipients.
- b. One email the sub-committee reviewed is from the CMS PTA regarding the survey sent by Harry Arora. After the survey was sent, GPS did not see the need to address it, primarily because the survey's distribution is unknown. However, since the survey has now been more widely shared/reshared. Laura Kostin took the **action** to confirm if a response is needed from the district. Note CMS PTA CO-presidents were in the zoom audience to hear this portion of the meeting.
- c. Another email the sub-committee reviewed was also from the CMS PTA regarding a legal clarification on the meeting that occurred with two members of the CMS BC and the CMS PTA Executive Board. Tony Turner and Clare Kilgallen met with the Assistant Attorney to seek clarification and a statement regarding the legal order of the meeting but as of May 4 have not received it.
 - **ACTION:** Lauren Rabin took the action to follow-up with the Assistant Attorney since a legal opinion was expected by April 26, 2023.

7. Other.

- a. Lauren Rabin expressed the opinion that BC members should remain neutral when presenting information about the CMS project. Clare Kilgallen expressed the concern that members of the BC and CMS PTA are being attacked on social media and this needs to be addressed by town leadership; this was noted.

8. Adjourn.

- a. A Motion was made by Clare Kilgallen and seconded by Tony Turner to adjourn. The meeting adjourned without objection at 5:34PM.

Prepared by Lauren Rabin