



Central Middle School Building Committee

Meeting Minutes

MEETING DETAILS

Meeting Number	23-056
Purpose	Weekly Meeting
Meeting Date	10/10/2023
Meeting Time	8:02 AM
Location	Town Hall Meeting Room and virtual (via Zoom)

Attendee	Committee Members	Attendance
Chairman	Tony Turner	DRC - Member, Sub-Committee Communications Member Present
Vice Chairman	Clare Kilgallen	DRC - Member, Sub-Committee Communications Member Present (V)
Secretary	Christina Poccia	DRC - Member Present
	Todd Klair	Joined 8:05 Absent
	Joe Rossetti	DRC - Member Present
	Josh Caspi	DRC - Member - Joined 8:30 Absent
	Jan Rogers Kniffen	Present
BET Rep	Nisha Arora	Present
BOE Rep	Laura Kostin	DRC - Member, Sub-Committee Communications Member Present

Attendee	Ex-Officio Members	Attendance
FSAC for People w/ Disabilities	Steph Cowie	DRC - Member, Sub-Committee Communications Member Present
BoS Rep	Lauren Rabin	Sub-Committee Communications Interim Chair Present
RTM Rep	Mike Spilo	Present
DPW rep	Michael Kiselak	Absent
Dr. Toni Jones rep	Daniel Watson	DRC - Member - Joined at 8:10am Present
P&Z rep	Dennis Yeskey	Present
Neighborhood Liaison	Rachael Stockman Koven	Absent
Neighborhood Liaison	Warren Silver	Neighborhood Liaison Absent
Neighborhood Liaison	Susan Rudolph	Neighborhood Liaison Present

Attendee	Meeting Attendees	Attendance
CSG, Owner Rep	Jim Giuliano	Owner's Representative Present
CSG	Samantha D'Agostino	Present
S/L/A/M	Kemp Morhardt – PIC	Present
S/L/A/M	Jim Hoagland	Present
CMS Principal	Tom Healy	DRC - Member Present
Turner, CM	Tim Klepps	Construction Manager Present

Agenda Item	Topic	Description
1.00	Call to Order	Mr. Tony Turner called meeting to order at 8:02am
2.00	Chairman's Remarks	Commissioning agent contract is with legal.
3.00	Update from the Communication Sub-Committee – Letter	Ms. Lauren Rabin reported that the Communications Sub-Committee drafted a Committee letter dated October 10 which is presented for approval.
3.01	Communications Letter – Motion to amend	Mr. Tony Turner moved to amend the the communications letter as outlined for clerical clarifications. Seconded by Ms. Clare Kilgallen.
3.02	Vote	Vote 7-0-0 Passed (absent: Klair & Caspi)
3.03	Communications Letter – Motion to amend	Mr. Mike Spilo moved to add the two points stated: "Did not consider pricing and rejected several of the options on objection by Board of Ed Members" and add "Siting options were largely variations of the site options for the chosen building design" Seconded by Ms. Nisha Arora
3.04	Discussion	There was discussion on the proposed amendments. Ms. Kostin noted that it is within the BoE's authority as to where students are educated.
3.05	Vote	Vote 0-6-1 failed (against: Turner, Kilgallen, Poccia, Kniffen, Kostin, Rossetti; abstain: Arora; absent: Klair & Caspi)
3.06	Communications Letter – Motion to amend	Mr. Mike Spilo moved to add the clause to after "site options": "and received an estimate on one site selection" Seconded by Ms. Nisha Arora
3.07	Vote	Vote 3-4-0 Motion fails (against: Turner, Kilgallen, Kostin, Rossetti; absent: Klair & Caspi)

3.08	Communications Letter – Motion to amend	Mr. Joe Rossetti made a motion to insert the word 'costs' before "safety" in the project scope section, seconded by Ms. Clare Kilgallen.
	Discussion	There was a discussion that costs were considered.
3.09	Vote	Vote 5-2-0 Passed (against: Arora, Kniffen; absent: Klair & Caspi)
3.10	Communications Letter	Letter as amended
3.11	Vote	Vote 5-2-0 Passed (against: Arora, Kniffen; absent: Klair & Caspi)
4.00	CSG Update – report from the professionals team on project timeline: the MI process and timeline, project milestones, etc.	CSG working with Tom Healy and GPS to reschedule the environmental II study by Langan. See scorecard. The most current schedule is not in the scorecard.
		Oct. 12—10am Board of Selectmen scheduled vote on Municipal Improvement (MI) referral to P&Z
		Oct. 13—P&Z to post online in the afternoon comments/observations from town department on our MI and preliminary site plan applications
4.01	Project timeline	Oct. 16—1pm P&Z and internal staff briefing will be broadcast. Professional team will observe to hear comments on the applications to prepare for the P&Z meeting the next day Oct. 17 – Regular CMSBC meeting at 8am. Followed by presentation run-through and rehearsals Oct. 17—4pm P&Z meeting to consider the MI and Preliminary Site Plan applications and possibly vote on MI status
		Oct. 18—7pm Architectural Review Committee to review building design and advise P&Z
4.02	Project timeline	Ms. Arora inquired about the project timing and cash flow timing. CSG noted groundbreaking October 2026 with school opening in 2026. CM will have closeout that is three to four months after the last phase of the project is completed. Mr. Turner noted the cashflow is calendar-year based, not fiscal year based.
4.03	Project timeline	Mr. Rossetti asked Mr. Dennis Yeskey to give an overview to the Municipal Improvement process and the next steps at the P&Z. and the three applications before the P&Z.
4.04	Project timeline	Ms. Kilgallen reviewed the phased nature of the project. CSG noted that the abatement and demolition of the building follows the construction of the new school. CSG will review the schedule and adjust to clarify the 3-6 months needed for closeout.
4.05	Project timeline	CSG expects that we will break ground before legislative approval. Gave a high level overview of the special legislation for schools that got space waiver and backed onto the grant priority list. Noted that OGA's Bob Celmer understand that we are looking for a project number shortly after the CMS application is submitted. Mr. Turner noted that we have et to take action on the special legislation items given the priority of the MI process. Ms. Kilgallen reminded the Committee that the application process with DAS is a separate path from pursuing any special legislation with our state delegation in Hartford and that on September 6 state Rep. Meskers reminded us that an application is the predicate for pursuing such possibilities.
4.06	Motion – CSG Invoice	Motion made by Ms. Kilgallen seconded by Mr. Turner to approve CSG invoice #11 in the amount of \$12, 017.10
4.07	Vote	7-0-0 voice vote. Motion passed (absent: Klair & Caspi)
4.08	Motion – CSG Proposal for October	Motion made by Ms. Kilgallen seconded by Mr. Rossetti to approve CSG's proposal of 107 work hours by it for October 2023
4.09	Vote	7-0-0 voice vote. Motion passed (absent: Klair & Caspi)
5.00	Municipal Improvement Process and Next Steps by the Committee	Motion made by Mr. Joe Rossetti to request interim funds of \$42,017,000 subject to the Planning and Zoning Commission's approval of Municipal Improvement. Seconded by Ms. Kilgallen
		Ms. Kilgallen noted that in order to seek an increased state school construction grant reimbursement percentage, the special legislative avenue has to be pursued much sooner than the June 30, 2024 given the timing of when bills are put together and voted in the January/February 2024 state legislative session. She also noted our duty is to move forward with deliberate speed given the costs of time.
5.01	Discussion	Mr. Mike Spilo noted the local legislative timing that December is adequate. Ms. Arora thinks there is a false sense of timing on the need for funding this month. Mr. Turner voiced his concern about the lack of urgency by some and that there is \$5m per year in cost escalation to the project (\$12,600 daily/monthly \$365,000). he also noted that the CMS renovation have an expected life. He is concerned about the costs of the project increasing and that the project cannot wait until the November BET meeting. Costs are going up and are verifiable. He also noted October-November (now) is when the state reps. develop special legislation. Ms. Kostin agreed with Mr. Turner and noted that our state legislative delegation has made its support known.
5.02	Vote	5-1-1 Passed (against: Arora; abstained: Kniffen; absent: Klair & Caspi)
5.03	Motion	Motion made by Mr. Joe Rossetti to request a meeting of the BET to take action on the interim funding request for the Central Middle School project immediately after October 17 but before end of day October 20. Ms. Clare Kilgallen seconded.

	Ms. Arora stated we need full clarity on the project numbers before seeking funding from the BET and said the project will not be delayed whether that is a few weeks or a few months from now. Ms. Kostin remarked that the schematic estimates have been vetted and reconciled and does not think it is fair to say that the costs will materially change. Mr. Turner was surprised to hear understand that the professionals are ready to provide the financial information needed to the decision makers. Ms. Kilgallen noted every project has adjustments along the way and reminded that the state application process requires full appropriation. Mr. Rossetti state the schematic estimate is sufficient and does not need to wait for design documents because the scope of the project is not going to change significantly and remarked design contingencies are built into the costs. He emphasized the importance of getting the correct costs out to the entire community and the decision makers because he sees the \$67.5 as arbitrary whereas the real facts and costs we have are accurate. Mr. Kniffen does not think the motion will change the schedule.
5.04 Discussion	
5.05 Vote	4-2-1 Motion passed (against: Kniffen & Arora; abstain: Poccia; absent: Klair & Caspi)
6.00 Discussion and possible vote to approve Additional Services Request ASR2 from SLAM	Motion by Mr. Tony Turner to approve S/L/A/M Additional Services Request ASR2 seconded by Ms. Laura Kostin.
6.01 Discussion	Mr. Kemp Morhardt reviewed the document and noted where the additional time was incurred.
6.02 Vote	7-0-0 Motion passed (absent: Klair & Caspi)
7.00 Discussion and possible vote to elect a Secretary for the Building Committee	Mr. Turner updated that he is working on a backup plan for the minute taking.
8.00 Other invoices	- None -
9.00 Other	Ms. Kostin inquired about the status of the Town Attorney's ruling on next steps. Mr. Turner noted that at the last meeting Ms. Arora stated that the item could not come before the BET because it was not in legal order. He then worked to follow up on that statement and heard from the BoE Chair Joe Kelly that while the CMS interim funding request will be on the scheduled BET Budget and Full BET Meeting agendas for October 16 and 18, respectively, that Mr. Kelly said that the Town Attorney will be ruling the requests out of order because the project does not yet have Municipal Improvement status. Therefore, the BET will not entertain the items at those two upcoming meetings. Ms. Kilgallen noted that we need the Town Attorney's opinion to be written given the significance to this project and also future projects. Mr. Turner suggested putting this request and possible motion on the next meeting agenda.
9.01 Other	
10.00 Minutes	Deferred
11.00 Next Meeting	10/17/2023 at 8am
11.01 Next Meeting	Mr. Turner thanked Mr. Dennis Yeskey for his phenomenal work as a P&Z liaison which many Committee members echoed. Mr. Yeskey noted that because he is part of the Committee he is not independent anymore, therefore he cannot vote on the CMS applications, and is not allowed to talk to a P&Z Commissioner about the applications.
12.00 Moved to Adjourn	Motion to adjourn by Ms. Laura Kostin seconded by Mr. Joe Rossetti
12.01 Adjourn	Meeting adjourned at 9:56 am
13.00 Exhibit	Scorecard is attached as exhibit, CSG authored



Prepared by:

Christina Poccia, Secretary
Central Middle School Building Committee

APPROVED

Greenwich Central Middle School

Weekly Project Scorecard

Issuance Date: 10/10/2023 **Project Start Date:** 10/2022
Building Committee Chairman: Tony Turner **Project End Date:** 12/2026
Owners Rep: Construction Solutions Group, LLC **Project Phase:** Schematic Design
Prepared by: Jim Giuliano

Project Description:

Design and Construction of a New Middle School Building on the existing site for the current Middle School.

Accomplishments (past 14 days)

1. P&Z Application submitted on 10/3/23.
2. SLAM conducted end users meetings at CMS on Thurs. 10.05.23.
3. Conducted consultant design review meeting on 10.06.23.

Next Steps (next 14 days)

1. SLAM to schedule another security meeting with BoE and Town officials.
2. CSG is rescheduling Langan drilling for Phase II ESA.
3. SLAM will be conducting a sustainability review in the coming weeks.
4. SLAM preparing for P&Z presentation on the 17th.
5. SLAM is preparing for the next DRC meeting on the 18th.
6. Turner to submit insurance certificate and finalize contract.

Attention Points

- Get MI Approval
- Obtain previous funding approvals. **CSG has May & June 2022 minutes. June 2023 minutes will not be completed until Sept.**
- Compile OSCGR Grant Application documents.

Budget			
Approved	Committed	Invoiced	Paid to date
\$2,083,957.48	\$813,769.46	\$333,553.77	\$619,643.23
Budget Remarks;			

Critical Path / Milestones	Start Date	Target Completion Date	Actual Completion Date
Design Development	8.18.23	12.13.23	
Borings for geo-technical design (report to follow)	8.28.23	9.01.23	9.01.23
Public Meeting	9.06.23	9.06.23	9.06.23
Preliminary Site Plan application	8.18.23	10.3.23	10.03.23
BET Budget Committee Meeting		10.11.23	
BoS vote on MI Referral (10am)		10.12.23	
P&Z Post on line comments/observations		10.13.23	
P&Z w/ Staff review comments on application (1:00pm)		10.16.23	
BET Regular Meeting (6:30pm)		10.16.23	
P&Z Review application & Possible Vote on MI status (4:00pm)		10.17.23	
Architectural Review Committee (7:00pm)		10.18.23	

Risk	Risk Reason	Update	Risk Mitigation
Approved Funding insufficient for Conceptual Design Estimate		BC approved an additional \$42,016,961.00 funding request to go to BOE, BET & RTM	BET and BOE & RTM agree
Missing OSCGR Grant Application deadline		Submit GA after final funding approval	RTM authorizing proper funding or submit for 2024 Priority List continuing w/ the project.

Weekly Project Scorecard – Progress Photos