



Central Middle School Building Committee

Meeting Minutes

**MEETING DETAILS**

Meeting Number	23-059		
Purpose	Weekly Meeting		
Meeting Date	10/7/2023		
Meeting Time	8:04 AM		
Location	Board of Ed. 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
Secretary	Christina Poccia	DRC - Member	Present
	Todd Klair	joined later	Present
	Joe Rossetti	DRC - Member	Present
	Josh Caspi	DRC - Member	Absent
	Jan Kniffen		Present
BET Rep	Nisha Arora		Absent
BOE Rep	Laura Kostin	DRC - Member, Sub-Committee Communications Member	Present

Attendee	Ex-Officio Members		
FSAC for People w/ Disabilities	Steph Cowie	DRC - Member, Sub-Committee Communications Member	Present
BoS Rep	Lauren Rabin	Sub-Committee Communications Member	Absent
RTM Rep	Mike Spilo		Absent
DPW rep	Michael Kiselak		Absent
Dr. Toni Jones rep	Daniel Watson	DRC - Member	Present
P&Z rep	Dennis Yeskey	Sub-Committee Communications Member	Present
Neighborhood Liaison	Rachael Koven		Absent
Neighborhood Liaison	Warren Silver	Neighborhood Liaison Joined 8:12	Absent
Neighborhood Liaison	Susan Rudolph	Neighborhood Liaison	Present
Neighborhood Liaison		Neighborhood Liaison	

Attendee	Meeting Attendees		
CSG, Owner Rep	Jim Giuliano		Present
CSG	Samantha D'Agostino		Present
S/L/A/M	Kemp Morhardt – PIC		Present
S/L/A/M	Jim Hoagland, AIA, NCARB, LEED AP		Present
S/L/A/M	Henry Withers, ASLA – Landscape		Present
Principal	Tom Healy	DRC - Member	Absent
Turner, CM	Tim Klepps		Present

Agenda Item	Topic	Description
1.00	Call to Order	Mr. Tony Turner called meeting to order at 8:04pm
2.00	Chairman's Remarks	Commission agent agreement is with legal (Shipman & Goodwin) with a draft expected this week
2.01	Chairman's Remarks	Next DRC (design review committee) meeting is Nov. 7th
2.02	Chairman's Remarks	The contract with the construction manager, Turner Construction was signed late last week by both parties. Next signatures are the Town Attorney and Town Comptroller.
3.00	CSG Update (Owner's Representative)	See scorecard attached
3.01	Documents for school construction grant application	CSG discussed draft grant application and documents needed. As RTM rep. Mike Spilo was asked to assist with obtaining certified minutes for application to submit to confirm approval of funding and town approval
3.02	Invoices – Motion	Motion to approve two S/LA/M invoices dated October 14, 2023 totalling \$231,626.36 - 10423409 and 10429410 (for addtl svcs \$28,217.50) made by Mr. Joe Rosetti and seconded by Ms. Laura Kostin.
3.03	Vote	7-0-0 Passed (voice)
4.00	Discussion on nexts steps for interim funding request	There was discussion on timing for the Representative Town Meeting to consider the interim funding request (should the BET give its approval). The Communications sub-committee was asked to meet to develop talking points and determine CMSBC assignments to RTM committee and district meetings.
5.00	Any pending invoices (direct to BC)	– none –
6.00	Other	[see below]
6.01	Request for written legal opinion	Ms. Kostin reiterated her request and planned motion from October 17th asking for a document in writing from the Law Department on why the BET could not take up the CMSBC interim funding request prior to now. Mr. Turner asked if in lieu of a motion if official correspondence from the Committee to the Town Attorney would suffice. Ms. Kostin said yes. Mr. Turner committed to sending such correspondence and copying the CMSBC on it.

6.02 Next steps from P&Z approval

Mr. Rossetti inquired about next steps from P&Z review items including a sustainability review, and review of geothermal. Mr. Turner noted that the written approval letters are expected by October 30th. Mr. Turner asked CSG to get the action follow up on the points raised by the P&Z. S/L/A/M noted that they are working on the open points from the preliminary site plan application. Mr. Turner asked the professional team to follow up with Town Planner LaRow. Ms. Kilgallen clarified that the P&Z asked the CMSBC to provide its rationale in the systems chosen. Mr. Yeskey clarified the distinction between Commissioner comments versus conditions read into the record.

7.00 Approval of Minutes – October 10 & October 17

Mr. Rossetti made a motion, seconded by Ms. Laura Kostin to approve the meeting minutes for October 10 and October 17th.

7.01 Vote

Voice Vote - 7-0-0 Passed

10.00 Next meeting is October 24

The next meeting is October 31 at 8:00am.

11.00 Motion to Adjourn

Moved to adjourn by Mr. Jan Kniffen and seconded by Ms. Christina Poccia

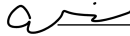
12.00 Adjourn

Meeting adjourned at 8:35 am

13.00 Exhibit

Scorecard is attached as exhibit, CSG authored

Meeting Closed



**Prepared by:**

Christina Poccia, Secretary

Central Middle School Building Committee

# Greenwich Central Middle School

## Weekly Project Scorecard

**Issuance Date:** 11/07/2023      **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. The RTM approved the supplemental funding of \$42,016,961 on Oct. 30<sup>th</sup>.
2. SLAM conducted the food service meeting on Tuesday the 31<sup>st</sup>.
3. SLAM conducted the safety/security meeting on November 2<sup>nd</sup>.
4. SLAM/Turner/CSG held their bi-weekly design review meeting as it relates to the budget on the 27<sup>th</sup>.

### Next Steps (next 14 days)

1. SLAM will be conducting a sustainability review in the coming weeks.
2. CSG preparing Schematic Design Review (SDR) checklist.
3. Engage DTC to discuss construction activities affect on the temporary structural work at the existing school.
4. DRC meeting on November 7<sup>th</sup>. Focus on interior design.

### Attention Points

- Received Supplemental funding from RTM on Oct. 30<sup>th</sup>.
- Final Site Approval schedule
- Obtain previous funding approvals. CSG has May & June 2022 minutes. **June 2023 minutes need to be acquired from the Town.**
- Reengage the Town regarding the hydrant flow test and scoping of sanitary lines.
- Authorize SLAM to proceed with Construction Documents.

Budget			
Approved	Committed	Invoiced	Paid to date
\$2,272,257.48	\$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	
Special Meeting of the RTM – 8:00pm		10.30.23	10.30.23
Regular RTM Mtg.		12.11.23	
Receive Meeting minutes from Dec. 11 <sup>th</sup> RTM mtg.	12.11.23	12.18.23	
Submit Grant application	12.19.23	12.22.23	
Schematic Design Review (SDR)		12.27.23	
Design Development Review (DDR)		1.10.24	
P&Z Site Plan Approval		2.06.24	

Risk	Risk Reason	Update	Risk Mitigation

**Weekly Project Scorecard – Progress Photos**