



Central Middle School Building Committee

Meeting Minutes

MEETING DETAILS

Meeting Number	23-061	
Purpose	Weekly Meeting	
Meeting Date	11/14/2023	
Meeting Time	8:30 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		Present
	Joe Rossetti	DRC - Member	Present
	Josh Caspi	DRC - Member	Present
	Jan 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 Member	Present
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	Neighborhood Liaison Joined 8:12	Present
Neighborhood Liaison	Warren Silver	Neighborhood Liaison	Present
Neighborhood Liaison	Susan Rudolph	Neighborhood Liaison	Present

Attendee	Meeting Attendees	Attendance	
CSG, Owner Rep	Jim Giuliano	Present	
CSG S/L/A/M	Samantha D'Agostino	Present	
CSG S/L/A/M	Kemp Morhardt – PIC	Present	
CSG S/L/A/M	Jim Hoagland, AIA, NCARB, LEED AP	Present	
CSG 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 8:34pm
2.00	Chairman's Remarks	Commission agent agreement is with legal (Shipman & Goodwin) with a draft expected this week
2.01	Chairman's Remarks	No Meeting on 11/26 in observation of Thanksgiving
2.02	Chairman's Remarks	November 28th 4pm for Design Meeting
3.00	Update from Communications Committee	New standard time and meeting to be scheduled for future meetings.
4.00	CSG: Update report from the professionals team on project timeline and milestones, etc.	Scorecard attached.
5.00	Discussion on Possible Grant for a Geothermal System	State Rep Steve Meskers presented on the proposed opportunity for Geothermal reimbursement.
6.00	Discussion and possible vote on any pending invoices	Chair moves to approve 3 invoices, Ms. Clare Kilgallen seconded. Slam invoice 1029622 Dated 11/10/23 for \$4,385.00, CSG Invoice #12 dated 11/7/23 for \$15,245.20, Slam invoice 1029623 dated 11/10/23 in the amount fo \$205,107.39.
	Vote	Voice Vote - 8-0-0 Passed
7.00	Other	
8.00	Approval of minutes	Christina Left 9:00am
10.00	Next meeting is November 21,2023	The next meeting is Novemeber 21 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 9:35 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: 11/14/2023 **Project Start Date:** 10/2022
Building Committee Chairman: Tony Turner **Project End Date:** 12/2026
Owners Rep: Prepared by: Construction Solutions Group, LLC Jim Giuliano **Project Phase:** Schematic Design

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. CSG received Town Clerk certified meeting minutes of the RTM final funding authorization.
2. CSG completed Grant Application and is prepared to submit upon review & approval of BC.
3. SLAM conducted DRC mtg. #14 on 11/7/23.
4. CSG further developed the responsibility matrix forwarded by Tony Turner.
5. SLAM/Turner/CSG held their weekly professional team meeting.

Next Steps (next 14 days)

1. BC to review/decide on direction regarding Geothermal.
2. SLAM will be conducting a sustainability review in the coming weeks.
3. CSG preparing Schematic Design Review (SDR) checklist .
4. Engage DTC to discuss construction activities affect on the temporary structural work at the existing school.
5. Reengage the Town regarding the hydrant flow test and scoping of sanitary lines.
6. Authorize SLAM to proceed with Construction Documents.

Attention Points

- Turner looking into long lead items (Generator, electrical service, chillers & boilers, lighting & lighting controls).
- Final Site Approval schedule to be developed

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 th RTM mtg.	12.11.23	12.18.23	11.08.23
Submit Grant application		11.15.23	
Schematic Design Review (SDR)		12.27.23	
P&Z Site Plan Approval		2.06.24	
Design Development Review (DDR)		2.16.24	

Risk	Risk Reason	Update	Risk Mitigation

Weekly Project Scorecard – Progress Photos