



Central Middle School Building Committee

Meeting Minutes

**MEETING DETAILS**

Meeting Number	23-066		
Purpose	Weekly Meeting		
Meeting Date	12/12/2023		
Meeting Time	8:00 AM		
Location	Town Hall Cone 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 - 8:10	Present
	Jan Kniffen		Present
BET Rep	Nisha Arora		Present
BOE Rep	Laura Kostin	DRC – Member, Sub-Committee Communications Member	Present

Attendee	Ex-Officio Members		
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	Absent
P&Z rep	Dennis Yeskey	Sub-Committee Communications Member	Present
	Steph Cowie, FSAC for People w/ Disabilities	DRC – Member, Sub-Committee Communications Member	Present
	Warren Silver, Neighborhood Liaison		Present
	Susan Rudolph, Neighborhood Liaison		Present
	Rachel Stockman Koven, Neighborhood Liaison		Absent

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

Agenda Item	Topic	Description
1.00	Call to Order	Mr. Tony Turner called meeting to order at 8:00 am
2.00	Chairman's Remarks	- None-
3.00	Communications Sub-Committee Report	See Score card for updates.
		Mr. Tony Turner motions to authorize the chair of the CMS building committee to issue a purchase order for Langan Engineering and Environmental services in the amount of \$20,100 for additional soil testing in the southern portion of the CMS property based on the proposal from Langan dated December 7, 2023. Seconded by Jan Rogers Kniffen.
3.01	Motion	
3.02	Vote	Vote passed 8-0-0 (Josh Caspi absent)
		3 invoices for approval (CSG No. 13 \$18,746.25). Motion made by Mr. Tony Turner, seconded by Clare Kilgallen
3.03	Motion (other invoices)	
3.04	Vote	Vote passed 8-0-0 (Josh Caspi absent)
		Chair moves to approve two invoices from SLAM, No. 1029779 \$2,225 and No. 1029778 \$205,371.87 with a total of \$207,596.87, seconded by Laura Kostin
3.05	Motion (other invoices)	
3.06	Vote	Votes passed 9-0-0
4.00	CSG Update – report from the professionals team on project timeline, project milestones, etc.	See Score Card for updates. Mr. Tony Turner strongly recommends committee involvement regarding sewer issue. Sewer issue may delay application. Presentation by SLAM with updates. FOI request only for Mr. Tony Turner, Mr. Tom healey, and Ms. Clare Kilgallen - not for entire committee. Town attorney will be joining following week to discuss FOI.
5.00	Other	No meeting on December 26. Community forum potentially on January 10.
6.00	Minutes	None to approve today
7.00	Next Meeting	December 19th at 8:00 am
12.00	Moved to Adjourn	Motion to adjourn made by Mr. Tony Turner, seconded by Clare Kilgallen
12.01	Adjourn	Meeting adjourned at 9:50 am without objection
13.00	Exhibit	Scorecard is attached as exhibit, CSG authored

**Meeting Closed**

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**Prepared by:**

Christina Poccia, Secretary

Central Middle School Building Committee

# Weekly Project Scorecard

Prepared By: Jim Giuliano  
 Owner's Representative:  
 Construction Solutions Group  
 Issuance Date: 12/12/2023

# Central Middle School – 9 Indian Rock Lane, Greenwich, CT



<b>Building Committee Chairman</b>	<b>Project Start Date</b>	<b>Project End Date</b>	<b>Project Phase</b>
Tony Turner	October 2024	December 2026	Design Development

**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 continues to update and add to the responsibility matrix.
2. SLAM continues to conduct regular meetings with their consultants.
3. CSG emailed the Greenwich Tree Warden on Friday, December 8, 2023, to determine the time frame required for notification of tree removal, the resident response period, and the potential appeal process.
4. CSG has been reviewing Turner's Engineering Report and making a list of items to review with Turner and SLAM
5. The Commissioning Agent, Colliers Engineering, has been officially brought on board as part of the Project Team and began attending the weekly Professional Team Meeting.
6. CSG has confirmed additional soil testing with Langan and is finalizing their proposal.
7. The SDR Checklist has been sent to Turner/SLAM for them to submit their items to CSG.
8. CSG sent a request on December 8, 2023, to DAS requesting an SDR Meeting on January 3, 2024. CSG is waiting for the state to confirm if that date is available or if it needs to be scheduled for a different date.
9. SLAM completed meeting w/ FM & BO scheduled on Thursday December 7, 2023.
10. DTC Report was received by Turner and is currently under their review.
11. SLAM met with Pat LaRow on Thursday, December 7, 2023.

**Next Steps (next 14 days)**

1. Anticipate Receipt of DD documents.
2. Start DD Estimate on December 14, 2023.
3. Reengage the Town regarding the scoping of sanitary lines.
4. SLAM to send Design Development Documents to Turner, CSG, & Colliers on Wednesday, December 13, 2023.
5. Peter Robinson to receive Design Development Documents for informational purposes.
6. SLAM anticipates their ARC Submission to be done on December 19, 2023.
7. Abutter notifications need to be sent prior to the ARC submission on December 19, 2023.

**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
\$2,280,327.48	\$2,280,327.48	\$830,713.46	\$666,177.92
<b>Budget Remarks:</b>			

Critical Path / Milestones	Start Date	Target Completion Date	Actual Completion Date
Submit Grant application	11.14.23	11.15.23	11.22.23
BC Decision on Geothermal no later than....		1.09.24	
Schedule Schematic Design Review (SDR)	11.22.23	12.04.23	
Complete SDR Checklist	11.24.23	12.22.23	
Schematic Design Review (SDR)		12.27.23	
Langan Phase II Final Report		11.17/23	
ARC Submission		12.19.23	
ARC Meeting 1		1.03.23	
CD Documents	1.09.23	4.02.23	
DD Estimate	12.14.23	1.29.24	
ARC Submission	12.19.23		
BC Estimate review/VE	1.29.24	2.12.24	
P&Z Site Plan Approval		2.06.24	
Design Development	8.18.23	12.13.23	
Schematic Design Review (SDR)		1.03.24	
Design Development Review (DDR)		2.16.24	

Risk	Risk Reason	Update	Risk Mitigation
BC selecting to move forward with Geothermal	Schedule/Budget	SLAM provided drop dead date of Jan. 9 <sup>th</sup> 2024 for BC to make decision.	Move forward as currently designed to avoid added design costs, costs of the system, costs of temp. system and schedule impacts.