



Central Middle School Building Committee

Meeting Minutes

MEETING DETAILS			
Meeting Number	23-058		
Purpose	Weekly Meeting		
Meeting Date	10/24/2023		
Meeting Time	8:02 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	Absent
	Jan Kniffen		Present
BET Rep	Nisha Arora		Present
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	Present
RTM Rep	Mike Spilo		Present
DPW rep	Michael Kiselak		Absent
Dr. Toni Jones rep	Daniel Watson	DRC - Member	Present
P&Z rep	Dennis Yeskey		Present
Neighborhood Liaison	Rachael Koven	Neighborhood Liaison Joined 8:12	Absent
Neighborhood Liaison	Warren Silver	Neighborhood Liaison	Absent
Neighborhood Liaison	Susan Rudolph	Neighborhood Liaison	Present

Attendee	Meeting Attendees		
CSG, Owner Rep	Jim Giuliano		Present
CSG S/L/A/M	Samantha D'Agostino		Present
CSG S/L/A/M	Kemp Morhardt, AIA – PIC		Present
CSG S/L/A/M	Jim Hoagland, AIA, NCARB, LEED AP		Present
CSG S/L/A/M	Henry Withers, ASLA – Landscape		Present
CMS Principal	Tom Healy	DRC - Member	Present
Turner, CM	Tim Klepps		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	BET meeting will be held today for the CMS interim funding request and it would be good to have all CMSBC members present. Presentation being developed with the team professionals, the Superintendent, & the CMS Principal.
2.01	Chairman's Remarks	Next DRC (design review committee) meeting is Nov. 7th
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/L/A/M invoices dated October 14, 2023 totalling \$231,626.36 - 10423409 and 10429410 (for add'l 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 his sending 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 an explanation on its energy system choice. 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. Mr. Rossetti made a motion, seconded by Ms. Laura Kostin to approve the meeting minutes for October 10 and October 17th.

7.00 Approval of Minutes – October 10 & October 17

Voice Vote - 7-0-0 Passed

7.01 Vote

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

APPROVED by CMSBC Nov. 7, 2023

Greenwich Central Middle School

Weekly Project Scorecard

Issuance Date: 10/24/2023 **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. SLAM & BC members prepared for and presented at the P&Z commission meeting on the 17th.
2. SLAM hosted DRC Mtg. # on the 18th.
3. SLAM/Turner/CSG held their bi-weekly design review meeting as it relates to the budget on the 20th.
4. CSG prepared the Grant Application checklist and will present the to the BC to indicate status of documents.
5. Scheduled Langan for October 27th for the soil testing at the old oil tank location to finalize the Phase II ESA.

Next Steps (next 14 days)

1. SLAM to schedule another security meeting with BoE and Town officials.
2. SLAM will be conducting a sustainability review in the coming weeks.
3. CSG preparing Schematic Design Review (SDR) checklist .

Attention Points

- Received MI & Preliminary Site Approval
- Obtain previous funding approvals. CSG has May & June 2022 minutes. **June 2023 minutes need to be acquired from the Town.**
- Compile OSCGR Grant Application documents.
- Reengage the Town regarding the hydrant flow test and scoping of sanitary lines.

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	
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
P&Z Post on line comments/observations		10.13.23	10.13.23
P&Z w/ Staff review comments on application (1:00pm)		10.16.23	10.16.23
P&Z Review application & Possible Vote on MI status (4:00pm)		10.17.23	10.17.23
BET Budget Committee Mtg. 1-3		10.24.23	
BET Budget Committee Mtg. 6-8		10.24.23	

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