



Central Middle School Building Committee

Meeting Minutes

**MEETING DETAILS**

Meeting Number	24-001		
Purpose	Weekly Meeting		
Meeting Date	01/02/2024		
Meeting Time	8:03 AM		
Location	Town Hall Meeting Room and via Zoom (hybrid)		

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		Absent
	Joe Rossetti	DRC – Member	Present
	Josh Caspi	DRC – Member	Present
	Jan Rogers Kniffen		Present
BET Rep	Nisha Arora		Present
BOE Rep	Laura Kostin	DRC – Member, Sub-Committee Communications Member	Present

Attendee	Ex-Officio Members		
BoS Rep, <i>ex-officio</i>	Lauren Rabin	Sub-Committee Communications Interim Chair	Present
RTM Rep, <i>ex-officio</i>	OPEN		
DPW rep, <i>ex-officio</i>	Michael Kiselak		Present
Dr. Toni Jones rep, <i>ex-officio</i>	Daniel Watson	DRC – Member	Absent
P&Z rep, <i>ex-officio</i>	Dennis Yeskey		Present
FSAC for People w/ Disabilities	Steph Cowie	DRC – Member, Sub-Committee Communications Member	Present
Neighborhood Liaison	Rachel Stockman Koven		Present
Neighborhood Liaison	Warren Silver		Present
Neighborhood Liaison	Susan Rudolph		Present

Attendee	Meeting Attendees		
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
S/L/A/M	Henry Withers		Absent
Turner, CM	Tim Klepps	Construction Manager	Present
CMS Principal	Tom Healy	DRC – Member	Absent

Agenda Item	Topic	Description
1.00	Call to Order	Mr. Tony Turner called meeting to order at 8:03 am
2.00	Chairman's Remarks	Contract for Commissioning Agent (CxA) was reviewed by counsel and town risk manager and is now with the vendor, Colliers Engineering. Key dates going forward: Jan. 30 evening CMSBC meeting start (last Tuesday of each month). Jan. 3rd project's application is on the Architectural Review Committee's meeting agenda. Jan. 5th submission date for Final Site Plan application to the P&Z Commission including responses to its letter from the preliminary site plan. Jan. 17th 7pm next Community Engagement Forum. Jan. 10th 1pm Schematic Design Review meeting with the state. Jan. 10th 4pm is the next CMSBC Design Review Committee meeting.
2.01		
2.02		Lauren Rabin asked if a perimeter neighbor meeting should be held on January 17 (as was done with prior Forums). Neighborhood Liaison Warren Silver said he did not think it was necessary. Rachel Stockman Koven agreed such a meeting was not necessary. There will be no neighborhood perimeter meeting scheduled.
3.00	Update from Communications Subcommittee	Ms. Lauren Rabin reminded members that the draft 6th quarterly report was circulated with a few open items. Can vote next week, still within time frame (due for approval by Jan. 11). She discussed the promotion of the January 17 Community Engagement Forum details fo which are in the Communication ssub-committee meeting minutes. She also promoted it on the local radio station WGCH "Ask the First Selectman" show on Dec. 29.
4.00	CSG Update	See Scorecard for updates by the Owner's Rep, CSG. Mr. Tony Turner brought up fire hydrant issue, which is on the radar of fire marshal and chief and is a high priority. CES and SLAM on top of natural gas generator question for site.

4.01	Mr. Tony Turner brought up fire hydrant water pressure issue; it is on the radar of fire marshal and chief and is a high priority. The issues is one for Aquarion Water Company and the Greenwich Fire Dep't will update the CMSBC monthly.
4.02	CES and SLAM on top of natural gas generator question for site. Joe Rossetti would like an answer. Clare Kilgallen asked if the diesel code requirement could receive a state modification for a generator power by natural gas and Kemp Mordhardt conformed that one could be sought with the local authority and SLAM will follow up.
5.00 Pending Invoices	-None for this meeting-
6.00 Other	Questions
7.00 Minutes	None to approve
8.00 Next Meeting	January 9th
8.00 Motion to Adjourn	Motion to adjourn made by Laura Kostin seconded by Clare Kilgallen
8.01 Adjourn	Meeting adjourned at 9:02 am without objection
9.00 Exhibit	Scorecard is attached as exhibit, CSG authored




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**Prepared by:**

Christina Poccia, Secretary  
Central Middle School Building Committee

*Drafted by: Susana Valenzuela, EA, HR, BOE*

# Weekly Project Scorecard

Prepared By: Jim Giuliano  
 Owner's Representative:  
 Construction Solutions Group  
 Issuance Date: 1/2/2024

# 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 and SLAM met with the Tree Warden on 12/21/23 to review the site plan, site plantings, and tree removal plan to determine what the Town's processes are and the Town preference for planting installations.
4. CSG continues to review Turner's Engineering Report and making a list of items to review with Turner and SLAM.
5. The SDR Checklist has been sent to Turner/SLAM for them to submit their items to CSG.
6. The SDR Meeting has been scheduled for 1/10/2024.
7. CSG sent Turner's comments on the DTC Report back to DTC for their input on 12/22/2023.
8. Design Development Documents were received from SLAM on 12/13/2023.
9. Professional Team conducted an ARC working group meeting on 12/15/23 in preparation for the ARC submission on 12/19/23.
10. CSG sent Colliers Engineering the CT High Performance Building Checklist on 12/15/2023.
11. SLAM submitted their documents to the ARC (Architectural Review Commission) on December 19, 2023.
12. Abutter notifications were sent prior to the ARC submission on December 19, 2023.
13. Professional Team held a Phasing and Logistics Planning Meeting on 12/21/2023 to determine how the site should be utilized pre-construction, during construction, and post-construction.
14. Turner is actively working on Design Development Estimate.
15. CSG emailed the Greenwich Fire Marshal on 12/22/23 and received an update regarding the pressure drop at the fire hydrant.
16. SLAM met with Zoning Enforcement Officer on 12/22/23 as part of their ARC Submission.
17. Town Sewer Department determined we do not need to scope the Sewer Lines, but the Drainage Lines do need to be scoped.
18. CSG provided the Communications Subcommittee with an update for their quarterly report on 12/27/23.

**Next Steps (next 14 days)**

1. Peter Robinson (Town of Greenwich Code Reviewer) to receive Design Development Documents for informational purposes.
2. Turner to verify long lead items based on Design Development review.
3. The Professional Team is preparing the documents required for the P&Z submission.
4. Professional Team to look at impacts of incorporating geothermal into the project based on a decision to be made by March 1, 2024.
5. SLAM and Turner to assist with gathering required documents for SDR Meeting on 1/10/24.

**Attention Points**

- Final Site Approval schedule to be developed
- Geothermal system was reviewed and discussed at the 12/12/23 and determined it will not be included in the project
  - As of Tony Turner's email on 12/22/23 – Geothermal may be part of the discussion at next CMS BC Meeting on 1/2/24 – Professional Team to potentially look at impact of decision if it was decided upon on 3/1/24

Budget			
Approved	Committed	Invoiced	Paid to date
\$2,280,327.48	\$2,280,327.48	\$1,057,056.58	\$667,277.92
<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	12.21.23
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	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	
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	12.13.23
Schematic Design Review (SDR)		1.10.24	
Design Development Review (DDR)		2.16.24	
DRC Meeting #16		1.10.24	
Community Engagement Meeting		1.17.24	
Meeting with Tree Warden		12.21.23	12.21.23
Phasing and Logistics Planning Meeting		12.21.23	12.21.23

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