



Central Middle School Building Committee

Meeting Minutes

**MEETING DETAILS**

Meeting Number	
Purpose	Weekly Meeting
Meeting Date	01/23/2024
Meeting Time	8:01 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	Present
	Joe Rossetti DRC – Member	Present
	Josh Caspi DRC – Member 8:06	Present
	Jan Rogers Kniffen	Present
BET Rep	Harry Fisher (appointed 1/8/2024)	Present
BOE Rep	Laura Kostin DRC – Member, Sub-Committee Communications Member	Present

Attendee	Ex-Officio Members	Attendance
BoS Rep, <i>ex-officio</i>	Lauren Rabin Sub-Committee Communications Interim Chair	Present
DPW rep, <i>ex-officio</i>	Michael Kiselak	Absent
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   RTM	Steph Cowie DRC – Member, Sub-Committee Communications Member	Present
Neighborhood Liaison	Rachael Stockman Koven	Present
Neighborhood Liaison	Warren Silver	Present
Neighborhood Liaison	Susan Rudolph	Present

Attendee	Meeting Attendees	Attendance
CSG, Owner Rep	Jim Giuliano Owner's Representative	Present
CSG	Samantha D'Agostino	Present
S/L/A/M	Kemp Morhardt – PIC	Absent
S/L/A/M	Jim Hoagland	Present
S/L/A/M	Henry Withers	Absent
Turner, CM	Tim Klepps Construction Manager	Present
Colliers (CxA)	Evan Wyner, PE, LEED AP	Present
CMS Principal	Tom Healy DRC – Member	Absent

Agenda Item	Topic	Description
1.00	Call to Order	At 8:03
2.00	Chairman's Remarks	First night meeting January 30 / Week of Feb 12 no meeting schools is on recess
3.00	Update from Communications Subcommittee	See scorecard. Mr. Tony Turner suggests a dry run on the P&Z presentation in advance of the Feb 6 P&Z meeting on the Final Site Plan Application
4.00	CSG Update / Discussion of project plan	Mr. Joe Rossetti strongly suggested taking anything out regarding geothermal SLAM's commissioned survey of the CMS property shows encroachment by two abutting properties. The encroachment does not interfere with the project's construction. Mr. Tony Turner suggests informing the town and legal team to confirm if further action is needed.
5.00	Property Encroachments Discussion	Planning and zoning application have some items to update - goal to submit by the Feb 2nd (SLAM)
6.00	Discussion on amendments to final site plan application (FSPA)	None
7.00	Pending Invoices	None
8.00	Other	None
9.00	Minutes	None
10.00	Next Meeting	1/30/2024 at 6:30 pm in the evening
11.00	Motion to Adjourn	Motion to adjourn by Mr. Jan Rogers and Mr. Joe Rossetti seconded
12.00	Adjourn	8:53 AM, without objection.
13.00	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: 1/23/2024

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



Building Committee Chairman	Project Start Date	Project End Date	Project Phase
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)

- CSG continues to update and add to the responsibility matrix.
- SLAM continues to conduct regular meetings with their consultants.
- CSG continues to review Turner's Engineering Report and making a list of items to review with Turner and SLAM.
- Turner is actively working on Design Development Estimate.
- Town Sewer Department determined we do not need to scope the Sewer Lines, but the Drainage Lines do need to be scoped.
- CSG provided the Communications Subcommittee with an update for the RTM Quarterly Report on 12/27/23. CSG finalized the update for the report on 1/11/2024.
- SLAM to provide line by line comments to Pat LaRow per 12/28/23 email.
- SLAM presented to the Architectural Review Commission (ARC) on 01/03/2024.
- A Special Building Committee Meeting was held on 1/5/2024 to review next steps based on the ARC Meeting on 01/03/2024.
- Abutter notifications were sent for the P&Z Final Site Plan submission on 01/05/2024.
- The Schematic Design Review (SDR) Meeting occurred on 01/10/2024.
- The DRC #16 Meeting will be held on 01/10/2024. This meeting was utilized to review the tasks to be discussed at the ARC Workshop Meeting on 01/11/2024.
- ARC Workshop Meeting was held on 01/11/2024 to have a further/more detailed discussion about the Project prior to the regularly scheduled ARC Meeting.
- SLAM met with Safety/Security on 1/17/2024 to review safety concerns in regard to the rock outcropping. SLAM is expected to receive letter summarizing the safety assessment.
- The next DRC Meeting took place on 01/17/2024.
- A Community Engagement Forum was held on 01/17/2024.

### Next Steps (next 14 days)

- Turner to verify long lead items based on Design Development review.
- The Professional Team is preparing the documents required for the P&Z submission.
- Professional Team to look at impacts of incorporating geothermal into the project based on a decision to be made by 04/01/2024.
- CSG will facilitate SLAM and Turner in preparing the documents for the SDR Meeting on 1/10/2024.
- The Professional Team will work with the Building Committee to get on the agenda for the next ARC Meeting to review responses to the ARC Comments.
- CSG will work with the State OGA Office and coordinate with the Professional Team to schedule the Design Development Review (DDR) Meeting.

### Attention Points

- Final Site Approval schedule to be developed
- Geothermal may be part of the discussion at next CMS BC Meeting on 1/9/24 – Professional Team to potentially look at impact of decision if it was decided upon on 5/1/24

Budget			
Approved	Committed	Invoiced	Paid to Date
\$2,280,327.48	\$2,280,327.48	\$1,057,056.58	\$714,245.22

**Budget Remarks:** Paid to Date reflects CSG's Meeting with the BOE to review Munis on 01/09/2024.

Critical Path / Milestones	Start Date	Target Completion Date	Actual Completion Date
Submit Grant application	11.14.23	11.15.23	11.22.23
Langan Phase II Final Report		11.17.23	
Schedule Schematic Design Review (SDR)	11.22.23	12.04.23	12.21.23
Design Development Documents	8.18.23	12.13.23	12.13.23
Meeting with Tree Warden		12.21.23	12.21.23
Phasing and Logistics Planning Meeting		12.21.23	12.21.23
Complete SDR Checklist	11.24.23	12.22.23	
Architectural Review Commission (ARC) Submission		12.19.23	12.19.23
ARC Meeting 1		01.03.24	01.03.24
P&Z Site Plan Submission		01.05.24	01.05.24
Schematic Design Review (SDR) Meeting		01.10.24	01.10.24
DRC Meeting #16		01.10.24	01.10.24
ARC Workshop Meeting #1		01.11.24	01.11.24
DRC Meeting #17		01.17.24	01.17.24
Community Engagement Meeting		01.17.24	01.17.24
ARC Workshop Meeting #2 (Tentative)		01.24.24	
DD Estimate Complete	12.14.23	1.29.24	
P&Z Site Plan Approval (Tentative)		02.06.24	
ARC Meeting 2 (Tentative)		02.07.24	
BC Estimate review/VE	01.29.24	02.12.24	
Design Development Review (DDR) Meeting	01.30.24	02.28.24	
CD Documents	01.09.24	04.02.23	
BC Decision on Geothermal no later than....		05.01.24	