



Central Middle School Building Committee

Meeting Minutes

**MEETING DETAILS**

Meeting Number	
Purpose	Weekly Meeting
Meeting Date	01/09/2024
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	Present
	Joe Rossetti DRC – Member	Present
	Josh Caspi DRC – Member 8:06	Present
	Jan Rogers Kniffen	Absent
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; 8:30	Present
RTM Rep, <i>ex-officio</i>	--vacant--	
DPW rep, <i>ex-officio</i>	Michael Kiselak	Absent
Dr. Toni Jones rep, <i>ex-officio</i>	Daniel Watson DRC – Member	Present
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	Rachael Stockman Koven	Absent
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	Present
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 / roll call taken
2.00	Chairman's Remarks	Mr. Tony Turner welcomed the new BET Representative to the Committee, Mr. Harry Fisher (replacing Ms. Nisha Arora). The Commissioning agent (CxA) agreement is with Colliers. The next design review committee is January 10.
3.00	Update from Communications Sub-committee	Lauren Rabin presented the draft of the quarterly progress report to the RTM.
3.01	Motion to Approve the Quarterly Report to the RTM	Mr. Turner moved to approve 6th quarterly progress report to the RTM as amended. Mr. Fisher noted that having assumed his role last night, he has not seen today's meeting packet.
3.02	Vote	7-0-1 (BET Rep abstains; Absent: Kniffen)
4.00	CSG Update	See scorecard. SLAM and Turner Construction Co. (TCCo) reconciled Design Development phase cost estimate delivery date will be the 28th of January. Peter Robinson (ToG Code Reviewer) received the CMS Design Development documents. Mr. Jim Giuliano met with the Town Building Department. There is no requirement to video the sewer lines, but it is needed for stormwater/drainage. P&Z open item on cut & fill quantity will be updated by TCCo.

4.01 Discussion	<p>Mr. Joe Rossetti inquired about the diesel generator. SLAM state the determination will be with the town Building department and town Fire Marshal. Mr. Rossetti requested SLAM to provide the code section on the "uninterruptible" source. On the 6' site fill he noted it was incomplete per the Oct. 26 letter by Town Planner LaRow. SLAM clarified that the civil engineer has designed 2' above rock and underneath and it is in the January 5 FSPA filed with Planning &amp; Zoning. Mr. Tony Turner inquired if the CMSBC's comments were included in the Jan 5 P&amp;Z FSPA submission. There will be a supplemental letter filed.</p> <p>P&amp;Z final site plan application (FSPA) needs discussion: Mr. Tony Turner noted that the traffic safety items (exterior to the campus) that the design team and the CMSBC have approved in the design have not been supported by the Department of Public Works. The CMSBC's position is to keep those elements in the design. several disagreements. Mr. Tony Turner had a discussion with Rich Feminella (Sewer Div.) last week regarding the Sewer dep't preferring the sewer lateral be relocated to the middle of the street (rather than on property) which increases the project costs by at least \$127,000. Mr. Turner made clear that such funding will not come from the CMSBC; DPW and the Town are considering the accounting and how to handle it, more updates to come. Rock outcrop update: per Mr. Turner's Jan. 8 discussion with Town Tree Warden Dr. Greg Kramer wants the rock outcrop to remain, but is ok with removing as much of it as needed. Trees removed with the outcrop will not count toward the tree replacement requirement. The Tree Warden needs a walkthrough with the architects and tree replacement allocation.</p>
5.00 Amendments P&Z Application	<p>Clare Kilgallen strongly suggests evaluations of safety concerns presented if the rock outcrop remains (to any degree) under the school security SSIC as well as a liability assessment by the Town's Risk Manager. She also noted that during Schematic Design value management there was a significant cost to the project to keep the rock outcrop. Mr. Dennis Yeskey noted that P&amp;Z did not object to the removal of the rock outcrop and was supportive of the traffic safety plans. P&amp;Z is additionally supportive of adding speed cameras on the roads which are part of the "School Zone".</p>
5.01 Discussion	<p>The Committee discussed the concerns about speeding particularly on Orchard Street. Mr. Kemp Morhardt reminded the Committee that the speed cameras are not in the proposal sent to P&amp;Z. Ms. Laura Kostin is concerned about the Tree Warden's stance. She noted that here BoE colleagues aware of the visibility and sight line issues that currently exist. There was question as to if any state subsidy exists to fund the speed cameras and CSG said any such state programs would be separate from the CT school construction grant application because it is exterior to the school campus. Mr. Tony Turner suggests adding speed cameras. Ms. Kilgallen requested that the professionals provide pricing on speed cameras two ways: 1) Orchard and 2) Orchard and Indian Rock. CSG was asked to contact State Rep. Steve Meskers who is on the state Transportation Committee. Mr. Harry Fisher thought that the issue of speed cameras may need to go before the town Board of Selectmen given the newness of the authorizing state law.</p>
5.02 Discussion – traffic safety	<p>CSG Invoice No. 14 for December 2023 services in the amount of \$14,563.12 was presented. Chair Turner moves to approve, seconded by Clare Kilgallen. Vote: 6-0-1 motion approved. Mr. Harry Fisher abstained.</p>
6.00 Invoices – CSG (owner's rep)	<p>TCCo. Invoice No. 3 - Design and Development in the amount of \$45,750 was presented. Motion by Chair Tony Turner moves to approve, seconded by Clare Kilgallen. 6-0-1 motion approved. Mr. Harry Fisher abstained.</p>
6.01 TCCo. (construction manager)	<p>SLAM - two invoices each dated January 5, 2024 totaling \$229, 611.24: Invoice No. 102953 \$227,106.24 and Invoice No. 1029954 \$2,505.00 Chair Tony Turner moves to approve, Laura Kostin seconds. 5-0-1 motion approved. (Absent: Caspi, Klair, Kniffen; Abstaining: Fisher)</p>
6.02 S/L/A/M (architect)	<p>Shipman and Goodwin Invoice No.638561 for legal services rendered in December in the amount of \$3,800. Invoice received and accurate per Chair Tony Turner who moves to approve, Joe Rosetti seconds. 5-0-1 motion approved. (Absent: Caspi, Klair, Kniffen; Abstaining: Fisher)</p>
6.03 Shipman & Goodwin (attorney)	<p>Clare Kilgallen noted the 5th Community Engagement Forum will be on Jan. 17 the format is hybrid: in-person and virtual via Zoom video teleconference</p>
7.00 Other	<p>Another press release was issued. The Forum has a public hearing segment - there will be an opportunity to speak, people must sign up beforehand. The meeting will occur even if there is inclement weather and if that occurs it will be held completely virtual.</p>
7.01	<p>Joe Rossetti suggests as a "lesson learned" that the town consider for future town projects that the Architectural Review Committee input be given in earlier stages, not late in the Design Development phase.</p>
8.00 Minutes	Deferred
9.00 Next Meeting	January 16, 2024
10.00 Motion to Adjourn	Joe Rossetti moves to adjourn, Clare Kilgallen seconds.
11.00 Adjourn	Adjourned at 9:21 AM, without objection.
12.00 Exhibit	Scorecard is attached as exhibit, CSG authored



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

---

**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: 1/9/2024

# 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)**

- 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.
- CSG sent Turner's comments on the DTC Report back to DTC for their input on 12/22/2023.
- Design Development Documents were received from SLAM on 12/13/2023.
- SLAM submitted their documents to the ARC (Architectural Review Commission) on 12/19/23.
- Abutter notifications were sent prior to the ARC submission on 12/19/23.
- 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.
- Turner is actively working on Design Development Estimate.
- CSG emailed the Greenwich Fire Marshal on 12/22/23 and received an update regarding the pressure drop at the fire hydrant.
- SLAM met with Zoning Enforcement Officer on 12/22/23 as part of their ARC Submission.
- 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 their quarterly report on 12/27/23.
- Peter Robinson (Town of Greenwich Code Reviewer) received Design Development Documents for informational purposes.
- 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.

**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.
- The Schematic Design Review (SDR) Meeting will take place on 01/10/2024.
- 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.
- The Professional Team will determine a plan of action to respond to the comments from the ARC Meeting.
- The next DRC Meeting will be held on 01/10/2024.
- Another DRC Meeting will be scheduled for 01/17/2024.
- A Community Engagement Forum will be held on 01/17/2024.

**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 4/1/2024

Budget			
Approved	Committed	Invoiced	Paid to date
\$2,280,327.48	\$2,280,327.48	\$1,057,056.58	\$667,277.92

**Budget Remarks:**

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...		04.01.24	
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	
Schematic Design Review (SDR)		12.27.23	
Langan Phase II Final Report		11.17.23	
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	
Schematic Design Review (SDR) Meeting		01.10.24	
DRC Meeting #16		01.10.24	
DRC Meeting #17		01.17.24	
Community Engagement Meeting		01.17.24	
ARC Meeting – TBD DATE in addition to ARC Meeting 2		TBD	
ARC Meeting 2		01.22.24	
DD Estimate Complete	12.14.23	1.29.24	
BC Estimate review/VE	01.29.24	02.12.24	
P&Z Site Plan Approval		02.06.24	
Design Development Review (DDR) Meeting		02.16.24	
CD Documents	01.09.24	04.02.23	