



Central Middle School Building Committee

DRAFT

Meeting Minutes

MEETING DETAILS

Meeting Number	24-025		
Purpose	Weekly Meeting		
Meeting Date	04/30/2024		
Meeting Time	8:00 AM		
Location	Town Hall Meeting Room		

Attendee	Committee Members		Attendance
Chairman	Tony Turner	DRC – Member, Sub-Committee Communications Member	Present - in person
Vice Chairman	Clare Kilgallen	DRC – Member, Sub-Committee Communications Member	Present - virtual
Secretary	Christina Poccia	DRC – Member -Left @ 9:15am	Present - virtual
	Todd Klair	Left @ 9:00am	Present - virtual
	Joe Rossetti	DRC – Member	Present - virtual
	Josh Caspi	DRC – Member	Present - virtual
	Jan Rogers Kniffen		Present - virtual
BET Rep	Harry Fisher		Present - virtual
BOE Rep	Laura Kostin	DRC – Member, Sub-Committee Communications Member	Present - virtual

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

Attendee	Meeting Attendees		Attendance
Owners Rep	Jim Giuliano		
SLAM	Jim Hoagland		
SLAM	Kemp Morhardt		Present - virtual
CSG	Samantha D'Agostino		Present - virtual
SLAM	Stephen Martocchio		Present - virtual
Turner Construction	Tim Klepps		Present - virtual
CMS Principal	Tom Healy		Present - virtual
JLL - Owners Rep	Don Bucci		
JLL - Owners Rep	Peter Radar		
JLL - Owners Rep	Jose		

Agenda Item	Topic	Description
1.00	Call to Order	Mr. Tony Turner called the meeting to order, 8:05am
2.00	Chairman's Remarks	Mr. Tony Turner will work with how to put a line in the budget for the owners rep.
2.01	Chairman's Remarks	Mr. Todd Klair moved to add an agenda item to the agenda. The item is to discuss when a vote requested to remove an officer that the full committee is given proper notice of three days prior to the motion. The voting members can confirm to the secretary their attendance. Seconded by Mr. Joe Rosetti.
2.02	Vote	4-4-1 Did not Pass
2.02	Chairman's Remarks	May 1st Community Forum, all CMSBC members are requested to be in attendance
2.03	Chairman's Remarks	Mr. Tony Turner addressed the vote of no confidence. He assured the committee that a "reset" button will be set.
2.04	Chairman's Remarks	Mr. Tony Turner will ask Mr. Joe Rosetti to take more of a role along side the officers. Owners rep will be 100% engaged moving forward
2.05	Chairman's Remarks	Mr. Tony Turner will analyze the request to have a special meeting and will meet the requirements
3.00	Motion – Meeting Minutes	Ms. Clare Kilgallen moved to approve meetings 4/23, and 4/25 seconded by Laura Kostin.
3.01	Meeting Min - Vote	Passed Unanimously 9-0-0 (Voice vote)
4.00	10 minutes: Update and discussion on P&Z presentation for P&Z April 30 meeting	We maybe presenting as early as 4:30 and we have seen support from the community and we are moving forward as presented. Dennis Yeskey has been championing this initiative and the committee is appreciative of all his hard work.
4.01	10 minutes: Update and discussion on P&Z presentation for P&Z April 30 meeting	Team has 49 day window to wrap up this P an Z submission after tonight.
5.00	10 minutes: Athletic Field Sod Installation Update and Maintenance care plan review – discussion and possible vote on the care plan, including cost	CMSBC asks the professionals to take the lead in getting over this hurdle.
5.00	10 minutes: Discussion and possible vote to select an arborist for the tree valuation	CSG confirmed the athletic fields are taking the water and is starting to mature nicely.
6.00	report on the rock outcropping at Central Middle School	CSG looked at arborist obtaining proposals, they received 2 proposal. CMSBC recieved the proposals this week. CSG would like direction on which vendor to contract with.
7.00	20 minutes: Update report from the professionals team and the task/workstream list, etc.	June 7th for early bid package

- 10 minutes: Discussion and possible vote to select engineering services for structural review as required by the state of CT
- 8.00 CSG felt comfortable moving forward with Michael Horton. for engineering services
- 10 minutes: Discussion and possible vote to select engineering services for structural review as required by the state of CT
- 8.01 Mr. Joe Rosetti moved \$9,800 for Michael Horton's engineering services for structural analysis seconded by Ms. Clare Kilgallen.
- 8.02 Vote
- 9-0-0 Motion Passed Voice vote
- 9.00 10 minutes: Update on adding JLL to the team
- JLL is present and the award letter has been issued. They are being onboarded currently. JLL to provide a draft transition plan from CSG to JLL with the officers of the committee.
- 9.01 10 minutes: Update on adding JLL to the team
- 15 minutes: Discussion and possible vote on Finalizing the Early Procurement Equipment list
- 10.00 Source Blue's recommendation for items to early purchase package was presented to the committee. JLL has requested to work with Turner Construction, Source Blue and SLAM to confirm all items were discussed.
- 15 minutes: Discussion and possible vote on Finalizing the Early Procurement Equipment list
- 10.01 Mr. Tony Turner moved to approve the bud packages as shown. Mr. Joe Rosetti seconded.

Proposed Equipment Bid Packages

Equipment	Lead Time	Current DD Budget
RTUs	22-35 Weeks	\$470,000
DOAS Units	36-42 Weeks	\$870,000
Chillers	34-40 Weeks	\$790,000
Boilers	18-32 Weeks	\$90,000
Transformers	14-24 Weeks	\$340,000
Distribution Panels	44-50 Weeks	\$45,000
Switchgear & Switchboards	54-60 Weeks	\$165,000
ATSs	29-50 Weeks	\$33,000
Generator	45-60 Weeks	\$215,000

Are these most current values after VM?

- 15 minutes: Discussion and possible vote on Finalizing the Early Procurement Equipment list
- 10.02

- 10.03 Vote to Take Place Next Meeting
- 15 minutes: Discussion and possible vote on Finalizing the Early Procurement Equipment list
- 10.04 CMSBC will make a decision no later than Tue May 7, 2024
- Motion withdrawn
- 10 minutes: Discussion and possible vote to select an arborist for the tree valuation report on the rock outcropping at Central Middle School
- 11.00 CSG reviewed the fees for the arborists. CSG does not think we need to have a tree risk assesment. The recommendation is to move forward with Scott Cullen.
- 10 minutes: Discussion and possible vote to select an arborist for the tree valuation report on the rock outcropping at Central Middle School
- 11.01 Ms. Clare Kilgallen moved to contract with Scott Cullen dated 4/22/24 for a not to exceed value of \$2,500 for a qualitative assesment, seconded by Ms. Laura Kostin
- 10 minutes: Discussion and possible vote to select an arborist for the tree valuation report on the rock outcropping at Central Middle School
- 11.02 CSG will line up the scheduling with Scorr Cullen right after this meeting.
- 9-0-0 Motion Passed (Voice Vote)
- 11.03 Ms. Clare Kilgallen made a point of order to have the chair call a meeting Friday May 3rd. for a special meeting as requested by 3 voting members per Roberst Rules.
- 12.00 Point of Order
- 13.00 Next Meeting
- Next meeting to be May 7, 2024, 8 am
- 14.00 Motion to Adjourn
- Motion to adjourn made by Mr. Tony Turner seconded by mr. Joe Rosetti. All in favor, it was unanimous.
- 14.01 Adjourn
- The meeting adjourned without objection at 9:24AM



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: 4/30/2024

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	Construction Documents

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 has provided updates to the CMS BC on 4/26/24, 4/25/24, 4/23/24, and 4/22/24 regarding the status of the Athletic Field Repairs. Athletic Field Services completed the installation of sod this week. Tom Irwin Advisors (SLAM's consultant) was on site on Wednesday, 4/24/24 and provided concerns with the sod installation. These concerns focused on the sod being extremely dry and not properly irrigated which was causing the edges to curl. This field report was distributed to the CMS BC for them to review on Thursday, 4/25/24 and resulted in an Emergency CMS BC Meeting to be held. At the Meeting, the CMS BC decided to approve the purchase and installation of wetting agents on Monday, 4/29/24. These agents will be installed by Tom Irwin Advisors and will allow for the sod to retain moisture and have the best chance of establishment. The Parks and Rec Department has provided emergency irrigation of these areas on Thursday, 4/25/24 and will continue to do so through Monday, 4/29. Once this is completed, the CMS BC will need to establish and approve an irrigation plan moving forward to confirm the sod establishes. See Item #45 on the Responsibility Matrix for more information.
- CSG received responses to the request for Threshold Review Services and put together a response matrix. This is to be reviewed at the CMS BC Meeting on 4/30/24 and a firm should be selected.
- CSG has reached out to multiple arborists throughout the last week to obtain proposals for a tree valuation/appraisal report for the trees on the rock outcropping. CSG received proposals from Davey Resource Group and Scott Cullen which will be distributed as part of the CMS BC Meeting packet for the Meeting on 4/30/24.
- SLAM and the Professional Team in collaboration with the CMS Building Committee and Regulatory Subcommittee present to ARC on Wednesday, April 17, 2024.
- CSG met with Kim Castoro (GPS) and Blaize Levitan (GPS) on 4/17/24 to review current contract amounts and status of paid and pending invoices for the project.
- The Professional Team met with reviewers at the Office of Grants Administration to review requirements for Early Bid Packages on 4/12/24.
- On 4/24/24, the Professional Team received the official comments/notes from the ARC Meeting on 4/17/24.
- The Professional Team and the CMS BC held a Perimeter Neighbor's Meeting on 4/24/24.
- The Professional Team presented to the Greenwich Board of Education on 4/25/24 where they voted to approve the design of the building including the removal of the rock outcropping to be presented to Planning and Zoning on 4/30/24.
- SLAM and CSG held a meeting with Eversource and the Tree Warden to review the path for the primary electrical service along Stanwich Road for Tuesday, 4/23/24.
- CSG and SLAM met with Building Officials on 4/23/24 to review process for Local Review and Sign Off of project documents that will be forthcoming this summer.
- CSG and Turner met with GPS Purchasing on 4/22/24 to review procurement of Early Bid Packages.

Next Steps (next 14 days)

- Turner to present proposal from Source Blue on 4/30/24 to recommend items for purchasing/procurement via Early Bid Packages.
- The Professional Team will present to P&Z on 4/30/24.

Attention Points

- Building Committee to review and approve documentation to be submitted to P&Z on 4/9 in preparation for the P&Z Meeting on 4/30

Budget			
Approved	Committed	Invoiced	Paid to Date
\$2,332,933.00	\$2,529,693.20	\$2,117,200.12	\$1,952,212.28

Budget Remarks: See Vendor Summary for March 2024 for more information.

Critical Path / Milestones	Start Date	Target Completion Date	Actual Completion Date
BC Meeting – Finalize exterior colors/materials for ARC		03.26.24	
Prep Supplemental Documents to ARC	03.28.24	03.29.24	
BC Review of ARC documents	03.28.24	04.02.24	
Send supplemental documents to ARC in preparation for meeting		04.03.24	
Prep Supplement Documents to P&Z		04.09.24	
Send documents to P&Z in preparation for meeting		04.10.24	
Rehearse presentation to ARC		04.16.24	04.16.24
ARC Meeting 2		04.17.24	04.17.24
Perimeter Neighbor Meeting		04.24.24	04.24.24
Board of Education Sign Off Meeting		04.25.24	04.25.24
Rehearse presentation to P&Z Meeting #1		04.29.24	
Final Site Plan App. – P&Z Meeting #1		04.30.24	
Community Engagement Meeting		05.01.24	
Rehearse presentation to P&Z Meeting #2 (Tentative)		05.13.24	
Final Site Plan App. – P&Z Meeting #2 (Tentative)		05.14.24	