



Central Middle School Building Committee

Meeting Minutes

**MEETING DETAILS**

Meeting Number	24-028
Purpose	Weekly Meeting
Meeting Date	5/7/24
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 Present - virtual
	Todd Klair	Left @ 9:00am Present - virtual
	Joe Rossetti	DRC – Member - Present - in person
	Josh Caspi	Absent
	Jan Rogers Kniffen	Left at 9:07am Present - virtual
BET Rep	Harry Fisher	Present - in person
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 Present - virtual
DPW rep, <i>ex-officio</i>	Michael Kiselak	Absent
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	8:31 am left Present - virtual
Neighborhood Liaison	Warren Silver	Absent
Neighborhood Liaison	Susan Rudolph	Present - virtual

Attendee	Meeting Attendees	Attendance
Owners Rep	Jim Giuliano	Present - in person
SLAM	Jim Hoagland	Present - virtual
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

Agenda Item	Topic	Description
1.00	Call to Order	Mr. Tony Turner called the meeting to order, 8:03am
2.00	Chairman's Remarks	Mr. Tony Turner emphasizes maintaining schedule
3.00	Motion – Meeting Minutes	None received.

<p>Discussion and possible vote on conduct for future meetings, committee communications, and the proper role of the owner's representative</p>	<p>Mr. Joe Rossetti moved to adopt the process Mr. Todd Klair proposed as outlined: 1. Approve Joe Rossetti (if he accepts) as a non-voting member of the Officers; to participate in all Officer meetings and recommendations to the larger Committee. 2. Officers responsibility to meet weekly / biweekly prior to full meeting of the committee: (A) Set full committee meeting agendas with input from all members (B) Recommend OPM role/responsibilities/meetings (C) Lead JLL transition (D) Recommend if you need to go to the Town Attorney and if yes then 2 members of the full committee to attend (E) Set time limit for "off-agenda": items during a meeting possibly 3 min... (F) Accept from other any member to call another meeting form the regular meeting 3. Communication / meeting with Town Departments - two committee members at all times and set a "Lead" per department from the committee 4. Communication / meeting with Town Boards / Selectmen / Committees (RTM).....2 individuals with the respected Lead already on the committee (BOE liaison)... 5. Meetings / Committee members to be respectful and professional, including with communications to groups listed above or other community groups. Mr. Tony Turner seconded.</p>
<p>4.00</p>	<p>4-3-1 Passes (Nay: Fisher, Kniffen, Kilgallen; Mr. Josh Caspi absent) JLL is taking this week to meet with each professional stakeholder and understanding background. JLL is looking to shift the meetings a bit and to refocus the Tue meeting to focus more on reporting. JLL is developing a cadence, JLL will submit a propose draft agenda.</p>
<p>4.01 Vote</p>	<p>Irrigation is costing about \$600 a day for the sod.</p>
<p>5.00 Update on onboarding JLL to the team</p>	<p>Athletic Services invoice has been received and will be reviewed by CSG. CSG to send a formal e-mail to the Tree arborist with the questions to help understand the report. All questions to be sent to CSG by end of day tomorrow. Invoice received for Thornton Tomasetti for engineer services. JLL to get two other fee proposals for engineer services. Moved by Ms. Clare Kilgallen to approval CSG's hours and seconded by Mr. Harry Fisher. 8-0-0 Passed Voice Vote.</p>
<p>5.01 CSG update report from the professionals</p>	<p>task/workstream list, etc.</p>
<p>6.00 6.01 CSG Update</p>	<p>6.02 CSG Update - Tree</p>
<p>6.02 6.03 CSG - TT</p>	<p>6.04 Engineering Services</p>
<p>6.04 6.05 CSG Hours - May</p>	<p>6.06 Vote</p>
<p>6.06 Discuss reconvening the DRC Working group to address potential design changes related to the recent ARC comments</p>	<p>DRC Meeting will be scheduled for Wed at 4:00pm and will be virtual.</p>
<p>7.00 6.02 DRC Meeting</p>	<p>Discussion and possible vote on Finalizing Early Procurement</p>
<p>7.00 Equipment list and approving TCCo to start the MEP early bid package phase</p>	<p>Mr. Harry Fisher moved to approve the list for the early procurement package seconded by Mr. Joe Rossetti. 6-0-0 Passes (by unanimous consent; Mr. Josh Caspi, Mr. Todd Klair, Mr. Jan Kniffen absent)</p>
<p>7.01 Vote</p>	<p>Motion to let SLAM propose an addendum for additional services at the same time the owners rep will look at the SLAM contract. Mr. Tony Turner moved the motion and Mr. Joe Rossetti seconded. 6-0-0 Passes (by unanimous consent; Mr. Josh Caspi, Mr. Todd Klair, Mr. Jan Kniffen absent)</p>
<p>8.00 Discussion and possible vote to approve Slam to propose an addendum to the Slam contract for work on the early bid package phase</p>	<p>Chair did not seek legal advice in February and no legal advice seeked between then and yesterday. No new business</p>
<p>8.01 Vote</p>	<p>CSG agreement and cost projection has been requested by chair. Ms. Clare Kilgallen confirmed the recording for the April 23rd meeting was shared per a FOIA request. Motion to adjourn made by Ms. Christina Poccia seconded by Mr. Joe Rossetti in favor, it was unanimous. 5-0-0</p>
<p>9.00 Update on legal work with outside counsel</p>	<p>The meeting adjourned without objection at 9:40AM</p>
<p>10.00 New Business</p>	
<p>11.00 CSG Agreement</p>	
<p>12.00 Next meeting</p>	
<p>13.00 Motion to Adjourn</p>	
<p>13.01 Adjourn</p>	



**Prepared by:**

Christina Poccia, Secretary  
Central Middle School Building Committee