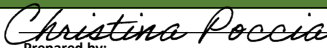


FINAL Central Middle School Building Committee Meeting Minutes			
MEETING DETAILS Meeting Number 25-063 Purpose Regular Meeting Meeting Date 3/18/25 Meeting Time 8:00 AM Location Mazza Room, Town Hall  TOWN OF GREENWICH			
Name	Committee Members		Attendance
Joe Rossetti	Chair, DRC Member		Present - virtual (joined 8:20AM)
Clare Lawler Kilgallen	Vice Chair; Communications Working Group Member, DRC Member		Present - In person
Christina Poccia	Secretary, DRC Member		Present - virtual
Tony Turner			Absent
Harry Fisher	BET Rep		Present - virtual
Laura Kostin	BOE Rep		Present - virtual
Joshua Caspi			Present - virtual
Todd Klair			Present - virtual
Joe Kelly			Absent
Name	Ex-Officio Members		Attendance
Dennis Yeskey	P&Z		Present - virtual
Dan Watson	GPS		Present - virtual
Michael Kiselak	DPW		Present - virtual
Stephanie Cowie	RTM		Present - virtual
Lauren Rabin	Board of Selectmen; Communications Working Group Chair		Present - virtual
Thomas Healy	CMS Principal		Absent
Name	Neighborhood Liaisons		Attendance
Rachael Koven			Absent
Susan Rudolph			Present - virtual
Warren Silver			Absent
Name	Company	Title	Attendance
Peter Rader	JLL	Vice President/Associate Director	Present - In person
Jose Cardoso	JLL	Senior Project Manager	Present - In person
John Munnick	JLL	Associate Project Manager	Present - In person
Kemp Morhardt	SLAM	Principal	Present - virtual
Stephen Martocchio	SLAM	Associate Principal	Present - virtual
James Hoagland	SLAM	Senior Associate	Absent
Henry Withers	SLAM	Senior Landscape Architect	Absent
Tim Klepps	Turner Construction	Project Executive	Present - virtual
Joe Phelan	Turner Construction	Senior Procurement Agent	Present - virtual
Brian Nereson	Tighe and Bond	Principal Engineer	Present - virtual
Andrew White	Tighe and Bond	Senior Project Manager	Present - virtual
Agenda Item	Topic	Description	
1.00	Call to Order	Ms. Clare Kilgallen called to order the meeting on March 18, 2025 at 8:06 AM as Acting Chair.	
2.00	Housekeeping / Adjustments	Clare Kilgallen requested to add the following under the Permit Status item (Item 6, III.A.1):	
		Motion: To add to the agenda "for discussion and possible vote SLAM's Updated Life Safety Plan reflecting the coordinated requirements outlined by the building department as they pertain to occupant loads, including a posted occupancy based upon a seating configuration."	
		Moved by: Ms. Clare Kilgallen	
		Seconded by: Ms. Christina Poccia	
		Vote: Approved 6-0-0; unanimous consent (Absent Kelly, Turner, Rossetti)	
3.00	Approval of Minutes		
		Motion: To approve minutes from January 7, January 17, January 28, February 4, February 18, and March 4, 2025 CMSBC meetings	
		Moved by: Ms. Christina Poccia	
		Seconded by: Ms. Laura Kostin	
		Vote: Approved 6-0-0 by unanimous consent (Absent Kelly, Turner, Rossetti)	
4.00	Committee / Working Group Reports (as required)		
	Quarterly Summary: January 12 - April 11 (JLL, in collaboration with Todd Klair)	JLL outlined the following: Draft of the 11th RTM report to be issued by March 21 Committee comments due by March 25 Final copy to be issued March 28 Vote scheduled for April 1 meeting Committee member requested to include a statement about potential tariff impacts in the report	
	Communication Working Group	The CWG noted they have an internal meeting scheduled for every Tuesdays 4-5 PM. They'll be working on consolidated contact list for notifications. They will continue to provide monthly updates to be coordinated with GPS, targeting a specific Wednesday each month.	
	Owner Architect Contractor (OAC)	The OAC meetings are proceeding on a Bi-weekly schedule as expected, with the next meeting set for the following Monday, 3/24. Future meetings will most likely be moved to weekly. Attendance options include in-person at the CMS media center or via teams. JLL to ensure Clare receives an invite to the OAC in the absent of the chair. The meetings cover routine project matters, processing submittals, RFIs, and normal documentation. Turner will hold future meetings in the trailer once Eversource provides power, expected soon.	
5.00	Invoices and Possible Vote for Approval		
		Motion: To approve all invoices as presented: Turner – Payment Application #11 - 03.12.25 Total amount: \$1,017,129.95 JLL - Invoice USPD5151097 - 03.10.25 Total amount: \$45,422.00 SLAM - Invoice 1032931 - 03.02.25 Total amount: \$45,423.04 SLAM - Invoice 1032932 - 03.02.25 Total amount: \$10,987.50 STL - Invoice 39123 - 02.28.25 total amount: \$858.00	
		Moved by: Ms. Clare Kilgallen	
		Seconded by: Ms. Laura Kostin	

	Vote:	The committee conducted a roll call vote. Approved 7-0-0. (Absent Kelly, Turner)
6.00	Project Team Update:	
	TCCO (Turner Construction Company)	
	Site Safety Updates	Turner reported positive progress on site safety measures. Turner has had its third monthly visit from their insurance carrier's safety consultant, passing the inspection with no issues noted. In preparation for upcoming concrete operations, nine new workers completed the safety orientation last week, bringing the total to 34 workers who have gone through this process. Overall, the safety measures and orientations are described as "tracking well". These efforts, including regular inspections and ongoing safety orientations, demonstrate Turner's active management of site safety and strong focus on maintaining a safe work environment as the project moves into new construction phases like concrete operations.
	Owner Architect Contractor (OAC) – status update	Reference Section #4 in the meeting minutes
	Construction schedule & Look-Ahead	The Construction Look Ahead update focuses on two key activities: the test blast and the first concrete placement. The test blast, originally scheduled for Friday, or potentially moved up sooner to either Wednesday, 3/19, or to Thursday, March 3/10, in order to align with upcoming concrete pours along with maintaining the project schedule. Grasso (sub-contractor) will have pre-blast survey information ready for affected houses by Wednesday, 3/19. The first concrete placement for foundations is scheduled for Tuesday, March 25. Steel erection is slated to begin around May 9th, pending building permit approval. These activities are part of Turner's efforts to recover time in the project schedule, with the team aiming to maximize every available day to keep the project on track.
	Pre – blasting updates	Reference JLL update (community outreach) below:
	Excavation of unsuitable soils updates	The excavation of unsuitable soils update revealed additional unsuitable material within Building E area along with most recently building C. Turner is maintaining daily logs to track quantities and costs, while Tighe & Bond geotechnical engineers ensure removal down to suitable bearing materials. Test pits are being dug to determine the extent of unsuitable soils outside the known footprint. Excavated material is being stockpiled for potential reuse as backfill after removing organic materials. The team is considering more efficient solutions but generally avoiding design changes. The GMP has a \$400,000 allowance for this condition, Turner has issued a notice of change (NOC) for review and approval.
	Discussion	Brian Nereson from Tighe and Bond provided an update on the excavation work and soil conditions at the project site. Since late February, they have been observing Grasso's excavation work to ensure the removal of unsuitable soils, which include existing fill materials and an underlying "old forest mat" layer. Their role is to verify that excavation reaches native suitable bearing materials for building support. The area of unsuitable soil extends slightly beyond what was initially shown in the contract drawings. Grasso has been digging test pits outside the known footprint to determine the extent of unsuitable soil. The soil is not urban fill but rather granular fill material likely placed over an old forest mat to level the area before previous development. Grasso is stockpiling the excavated material on-site, intending to process and reuse it as backfill once unsuitable organic materials are removed. This reused material will need to be placed back in controlled, compacted layers to be considered a reliable bearing stratum. The test pits help characterize the site, identify trends, and allow for more effective work planning. The "buried forest mat layer" serves as a mapping tool to delineate the extent of unsuitable soils.
	Discussion	The NOC included removal of unsuitable soils under the slab on grade in addition to below the foundations, to avoid potential future settlement. The NOC also covered the cost of test pits to help characterize the site and determine the extent of unsuitable soils.
	Motion:	To approve NOC 003 R.0 in the amount of \$394,141.67 for the excavation and removal of unsuitable soils, and to have an officer sign for the price while proceeding.
	Moved by:	Ms. Clare Kilgallen
	Seconded by:	Mr. Todd Klair
	Vote:	Approved 7-0-0; unanimous consent (Absent Kelly, Turner)
	JLL update	
	Community Outreach	Primary focus on communication efforts is for the upcoming test blast. A memo is being prepared for distribution through community working groups and liaisons. The preblast survey has been completed and the surveys will be distributed to all residents by Wednesday, 3/19 and with priority for to residents given to within a 500-foot radius of the test blast area. Communication will be sent to Tom Healy to allow for a memo in adjunction to be sent to his school's mailing list. The team has previously notified neighbors about upcoming blasting, and the new communication will provide specific dates and times. The Communications working group has reviewed a draft, which will be sent out by JLL and forwarded to neighborhood liaisons for further distribution. The team is consolidating contact information to ensure consistent communication and improve their ability to confirm that specific individuals have been notified.
	Project Budget Status	The project is still tracking towards the overall budget of \$112,017,000. Financial completion to date is 7.46% or \$8,354,671. The remaining owner's contingency is \$6,134,175.
	State Grant Application #2	JLL is preparing State Grant Application #2, aiming to include financial information through March 30th. They plan to incorporate the Munis report for end of March 2025 and the recently approved invoices, if possible. The target submission date is April 15th. Efforts are being made to process payments and collect receipts promptly for inclusion in the application. The goal is to provide this information to the committee at the April 15th meeting, allowing for review and discussion of the grant application details. At the next meeting, the team expects to present at least a rough estimate of the second application amount.
	PV Status Update	No update
	Turner NOC-003-R0 Unforeseen Building C Unsuitable Materials & Test Pits	Reference Section #6 under Turner updates for update
	Wishlist Review	No update
	SLAM update	
	Egress / Life Safety Plan Permit Discussion	Kemp Morhardt from SLAM reported good coordination with John Vallerie's office to resolve egress concerns. Two solutions were presented: Option 1 involved maintaining a 7 square foot per occupant factor in the gym with a posted load of 912, requiring building modifications and potential re-approval from planning and zoning. Option 2, the preferred choice, proposed posting the space for a fixed seating arrangement with a total occupancy of 514 (495 posted), requiring minor door modifications but no change to the building footprint. John Vallerie's indicated that an expedited egress plan submission could result in a conditional approval permit. SLAM expressed confidence in completing the documentation without impacting the project schedule.
	Motion:	To approve SLAM's Updated Life Safety Plan reflecting the coordinated requirements outlined by the Town of Greenwich Building Department as they pertain to occupant loads, including the posted occupancy based upon the seating configuration as presented.
	Moved by:	Ms. Clare Kilgallen
	Seconded by:	Ms. Christina Poccia
	Vote:	The committee conducted a roll call vote, which passed 7-0-0. (Absent: Kelly, Turner)
	Athletic Field Cost Update	Kemp to complete the cost summary Share the summary with officers before the next meeting Get input and feedback from officers Present the information to the full committee at a future meeting

	Attic stock study	The team has made progress on the attic stock study. With SLAM's assistance, they have quantified the attic stock quantities for major items within the specifications. The focus has now shifted to determining storage locations within the building floor plans. The attic stock list is extensive, with varying quantities for different elements. Given limited storage opportunities in the building, the team is being selective about storage solutions. JLL is working through this process with SLAM and Dan Watson. In relation to the newly approved gymnasium seating arrangement, there was a brief mention of determining chair quantities and storage when not in use. Overall, the quantities have been determined, and the team is now addressing storage logistics within the available building space.
	FF&E status update	The team has made progress on FF&E planning with Greenwich Public Schools. Multiple meetings have been held, and a comprehensive review day is scheduled for March 26th with Principal Healy and his staff. The school has provided specific time blocks for meetings with various staff members. Principal Healy has received and reviewed the plans with his team. The upcoming meeting will focus on gathering detailed comments and feedback from each staff member on the proposed plans. The team reports that they are currently on track with the previously presented schedule for samples. Overall, the FF&E process is progressing well and adhering to the planned timeline, indicating positive collaboration between the project team and the school administration.
7.00	New Business	No specific new business items were raised by committee members during this portion of the meeting. Clare Kilgallen reminded members to submit any items they want addressed in future meetings by early the following week. She outlined the agenda preparation timeline, noting that the draft is completed about a week and a half before the meeting and finalized by the Wednesday prior. This timeline applies to both committee members and professionals. Kilgallen emphasized that any requests for agenda items should be coordinated through JLL, but should also include the officers and JLL.
8.00	Next Meeting	The next Building Committee meeting is scheduled for April 1, 2025, at 8:00 AM. It will presumably be held in Town Hall, but Clare Kilgallen noted that the specific meeting room may shift. She stated that the exact location will be appropriately noticed on the website.
9.00	Adjourn	
	Motion:	To adjourn the meeting
	Moved by:	Ms. Laura Kostin
	Seconded by:	Ms. Clare Kilgallen
	Vote:	Approved 6-0-0; Meeting adjourned at 9:21am
 Prepared by: Christina Poccia, Secretary Central Middle School Building Committee Approved April 15, 2025		