

**Central Middle School Building Committee  
Meeting Minutes**



MEETING DETAILS		
Meeting Number	25-067	
Purpose	Regular Meeting	
Meeting Date	5/13/25	
Meeting Time	8:00 AM	
Location	Meeting Room, Town Hall	

Name	Committee Members	Attendance
Joe Rossetti	Chair, DRC Member	Present - In person
Clare Lawler Kilgallen	Vice Chair; Communications Working Group Member, DRC Member	Present - virtual
Christina Poccia	Secretary, DRC Member	Present - virtual
Tony Turner		Absent
Harry Fisher	BET Rep   Financial Working Group Member	Present - In person
Laura Kostin	BoE Rep, DRC Member	Present - virtual
Joshua Caspi		Present - virtual
Todd Klair		Present - virtual
Joe Kelly	Financial Working Group Member	Present - virtual

Name	Ex-Officio Members	Attendance
Dennis Yeskey	P&Z	Present - virtual
Dan Watson	GPS	Absent
Michael Kiselak	DPW	Absent
Stephanie Cowie	RTM, DRC Member	Present - virtual
Lauren Rabin	Board of Selectmen; Communications Working Group Chair	Present - virtual
Thomas Healy	CMS Principal	Absent

Name	Neighborhood Liaisons	Attendance
Rachel Koven		Absent
Susan Rudolph		Present - virtual
Warren Silver		Present - virtual

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
Don Buccì	JLL	Managing Director	Present - virtual
Stephen Gross	JLL	Vice President	Present - virtual
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 & Bond	Principal Engineer	Present - virtual

Agenda Item	Topic	Description
-------------	-------	-------------

1.00 Call to Order Mr. Joe Rossetti called to order the meeting on May 13, 2025 at 8:00 AM.

2.00 Housekeeping / Adjustments JLL is preparing a response to Mr. Nogaki's email regarding concerns about construction activities. The response will be shared with the committee following communication with relevant parties. Peter Rader requested that the letter be added to new business for discussion.

**Motion:** To add the Mr. Nogaki emailed letter to new business (Item 7) for discussion.

**Moved by:** Ms. Clare Kilgallen

**Seconded by:** Mr. Harry Fisher

**Vote:** Approved with no objections, (6-0-0) | Absent: Caspi, Turner

3.00 Approval of Minutes Approval of Minutes | (2025 – 04/29)

**Motion:** To approve the meeting minutes for April 29, 2025, as presented.

**Moved by:** Ms. Clare Kilgallen

**Seconded by:** Mr. Harry Fisher

**Vote:** Approved with no objections, (6-0-0) | Absent: Caspi, Turner

4.00 Committee / Working Group Reports (as required)

I.(A.B.) Communication Working Group **Community Newsletter:**

The first bulletin, titled "Campus Connections CMS," was published last week. A press release was sent to the press and posted on the CMS website. The goal is to publish an update on the first Wednesday of each month during construction

**Liaison Outreach:**

A notice about the exception to the noise ordinance for construction purposes was sent out 5/08/25 through the distribution of Turner and the Communication Working Group.

II. Owner Architect Contractor (OAC) The last meeting was held on 5/05, and the next meeting is scheduled for 5/19.

III. Financial Working Group The previously held Financial Review Meeting was held on 5/08. The focus was on line item movements and reallocating funds within the budget. The document is being revised and will be shared with the working group for approval and then relayed back to the committee.

IV. PV Array Working Group The previously held meeting was on 5/07, and the next meeting is scheduled for 5/28. There was a preliminary, updated layout of the array over the auditorium and gym. The design team is looking at options for other locations to increase output. Communication is ongoing with Ben Branyan to execute the agreement with Green Skies. Funding opportunities for monitoring systems within the PV system and using it as a teaching tool were discussed. A one-pager with bullets on what PV will do for Central Middle School is being prepared to be socialized with the RTM, as Ben has to present to the RTM in June. EMAC is assisting with district meetings to support the RTM request.


V.(A.) Fundraising Opportunities - Status Update The committee will inquire if there are opportunities for getting trees from the State Department of Environmental Conservation. Contacting the Tree Conservancy to see if they can assist will also be considered. The aim is to get a donation of trees to reduce the budget and free up funding for unexpected school needs.

5.00 Invoices and Possible Vote for Approval

I. **Discussion:** SLAM has provided their review and signature for approval. The sequencing/submission processing of invoices and timing has been fine-tuned and coordinated offline with Turner, and the payment remains within the terms of the agreement

**Motion:** To approve Turner Construction Application #14, dated 4/25/25, for a total amount of \$2,845,491.88

		<b>Moved by:</b> Mr. Harry Fisher
		<b>Seconded by:</b> Ms. Clare Kilgallen
		<b>Vote:</b> A roll call was conducted. Approved with no objections, (6-0-0)   Absent: Caspi, Turner
IV.		<b>Discussion:</b> Before the vote, Joe Rossetti questioned SLAM about a higher Construction Administration billing (20%) compared to hard construction billing. Kemp Morhardt (SLAM) attributed this to early submittal reviews and front-loaded CA services. Todd Klair inquired about tracking SLAM's cash flow, and JLL confirmed the existence of a cash flow and hourly agreement with SLAM.
		<b>Motion:</b> To approve SLAM Architects - Invoice #1033386 – 05.06.25   Total Amount: \$63,780.10
		<b>Moved by:</b> Mr. Todd Klair
		<b>Seconded by:</b> Mr. Harry Fisher
		<b>Vote:</b> Approved with no objections, (6-0-0)   Absent: Caspi, Turner
(II. III. V. VI.)		<b>Discussion:</b> Joe Rossetti asked about the service period for the Shipment & Goodwin invoice, specifically if the services were for January and February and related to closing the GMP and STL contract. The invoice was in alignment with those services performed. He also noted the Gap Mountain invoice included rescheduling hours for extra monitoring of blasting, and he advised the construction team to manage scheduling carefully to avoid extra consultant costs. He stated the JLL invoice for \$45,422 was per their amendment.
		<b>Motion:</b> To approve: Gap Mountain Consulting - Invoice #531 - 5.06.25   Total Amount: \$28,950.00 Shipman & Goodwin LLP – Invoice #662439 – 04.30.25   Total Amount: \$1,200.00 Special Testing Laboratories - Invoice #39207R - 04.30.25   Total Amount: \$11,690.93 JLL - Invoice #USPDS155412 - 05.09.25   Total amount: \$45,422.00
		<b>Moved by:</b> Mr. Harry Fisher
		<b>Seconded by:</b> Mr. Joe Kelly
		<b>Vote:</b> Approved with no objections, (7-0-0)   Absent: Turner
6.00	Project Team Update:	
I.	<b>TCCO (Turner Construction Company)</b>	
A.	Site Safety Updates	Turner reported that there have been no incidents on site so far with the workforce. 131 workers have gone through orientation. There were 61 workers on site yesterday, up from the mid-50s about two weeks ago. Last week was national safety week, and there were stand downs for the workers, including a crisis management drill on site.
B.	Owner Architect Contractor (OAC) – Status Update	Turner confirmed the next OAC meeting is scheduled for 5/19/25 and will then transition to weekly meetings, except for Memorial Day. Turner will take the lead on creating a matrix and responsibility for each item from the building permit conditions letter.
C.	Construction schedule & Look-Ahead	The schedule update includes a recovery plan to address the unsuitable soil issue. A letter requesting approval for Saturday work and extra shifts was sent to the town and included JLL, Joe Rossetti, the police chief, fire marshal, and Dan Watson. The proposed recovery schedule aims to regain 8 working days, bringing the delay to negative 6 days. The approach involves premium time for backfilling and concrete work, as well as decking and detailing. The recovery schedule also factors in reducing the moving time for the owner from 38 to 24 days.
i.	Recovery Schedule Review	Turner presented a proposed recovery schedule to address delays from unsuitable soil, aiming to regain eight working days and reduce the delay to negative six days. The approach involves premium time for backfilling and concrete work, as well as decking and detailing. The recovery schedule also factors in reducing the moving time for the owner from 38 to 24 days.
ii.	Critical Path Schedule Review	<b>Reference update above in Section 6(I.C.i)</b>
iii.	Steel Delivery & Erection – Status Update	For Building E steel erection, the base schedule shows a start date of June 9th. With the recovery schedule, the target is June 6th.
D.	NOC-006-R0 Removal / Tracking of Unforeseen Soils – Status Update	To date, approximately 4,800 cubic yards of total material has been removed, with 1,300 cubic yards identified as unsuitable soil and 3,500 cubic yards of suitable soil being reprocessed for reuse as backfill on site. Building C is about 95% complete in terms of removing unsuitable soil and preparing for backfilling and footing. Building B and A are 100% complete. Building D is mostly covered within the amoeba shape, with about 5% of the area still to be excavated, which is not considered contract work. Crews have been mobilized back to Building E, working south towards the corner of the building. Excavation should be complete in approximately 3 to 4 weeks. The unsuitable soil is outside of the amoeba.
E.	NOC-007-R0 High Early Retaining Wall Concrete – Status Update	The first 7-day break result of the 5,000 mix came in at 4,000, which was the design strength, which was great news. Backfilling has started in area E, but crews cannot backfill right up against the wall because water proof work is being done in that area.
II.	<b>JLL update</b>	
A.	Permit – Status Update	JLL noted that the project is generally in good standing. The primary risks are related to the soil conditions and their potential impact on the project schedule. To address these risks, a schedule recovery plan has been developed and is in place.
B.	Project Budget – Status Update	The project budget remains at \$112,017,000, with 8.62% complete. Invoices totaling \$9,673,561.32 have been submitted to date.
C.	State Grant Application #3	The application will be filed in Q3, early July (TBD).
i.	Payment Request #2	The amount submitted was \$5,841,684.17. It took about a month and a half to two months after submission to receive confirmation of the value for the last payment application. JLL will be following up with the State (through the portal) and will update the committee
D.	Wishlist – Status Update	The Wishlist has been distributed in a recent packet. The Project Team is using this method for tracking items along with approval dates. There is nothing further to report at this time. If anyone has anything on the Wishlist they would like to discuss, they should bring it to their attention in between meetings, and they are happy to pull it out as a separate item on the agenda.
III.	<b>SLAM update</b>	
A.	FF&E and engagement with Principal/GPS – Status Update	After the latest FF&E meeting on 4/28, SLAM sent sketches for Tom Healy to discuss with his Science group. The school requested some changes, and SLAM responded with sketches showing those requests, noting potential space constraints and the need for furniture process confirmations. SLAM also recommended an alternative. The school is currently considering options for table sizes and arrangements. A meeting is scheduled for the week of 5/19 to discuss the pros and cons of the school's requests and SLAM's alternative, aiming for a furniture-based solution.
B.	Maria's Garden – Status Update	SLAM worked through Maria's Garden design with Clare Kilgallen and family members. The last group meeting was in late June 2024. SLAM shared meeting minutes with the CMSBC that had some open questions. Additional work is needed to capture the family's desired use of the space. Planning and Zoning inquired about transplanting the Memorial Rock, which has been captured in SLAM's drawings. Discussions included potentially moving the rock inside for a more introspective space and adding something inside the building to honor Maria's memory. SLAM will either re-arrange existing elements or propose contract document changes to accommodate potential desires. Next steps include SLAM Clarifying which aspects of the Maria's Garden design the DRC needs to be involved with, considering product selection, color selection, and plantings. Meeting to be scheduled.
7.00	New Business	Mr. Nogaki, a neighbor, emailed expressing concerns about construction activities and disturbance to his property. JLL is formulating a response, potentially with Turner's coordination, and the committee will discuss how to issue it.  The committee agreed to briefly discuss GMP (Guaranteed Maximum Price) alternates 4, 5, and 6 during the new business portion of the meeting. These alternates are adding painting graphics at the gym walls, adding full-height wall tile at the sink walls in selected restrooms, and adding dimensional lettering signage at select rooms. Decisions on these alternates are required by 6/1/2025. JLL to gather this information from Turner and get it out to the committee this week, prior to the Friday packet, due to the importance and timing of the decision.

8.00	Next Meeting	Next meeting will be held on May 27, 2025 - 8:00am - 101 Field Point Rd., Town Hall - Meeting Room.
9.00	Adjourn	
	<b>Motion:</b>	To adjourn the meeting
	<b>Moved by:</b>	Ms. Clare Kilgallen
	<b>Seconded by:</b>	Mr. Harry Fisher
	<b>Vote:</b>	Meeting adjourned, without objection, at 9:20am
		 <hr style="width: 60%; margin: 0 auto;"/>
		<b>Prepared by:</b> Christina Poccia, Secretary Central Middle School Building Committee
		Approved on 5/27/25

# CMSBC – Central Middle School – Greenwich, CT



Reporting Date: May 23, 2025

<b>Status Indicators</b>	<b>Project Synthesis</b>	
<ul style="list-style-type: none"> <li>▲ - Negative status</li> <li>▲ - Cautionary status</li> <li>▲ - Positive status</li> </ul>	<p>The Central Middle School Building Committee (CMSBC) is leading the construction of a new Central Middle School (CMS) to replace the existing inadequate structure. The project is on track to welcome students by August 2026. The CMSBC is composed of volunteer professionals from various fields including finance, construction, architecture, and public administration. Key partners engaged for the project include JLL as the Owner's Representative and Project Manager (OREP), SLAM Architects for design, and Turner Construction for construction services. The new CMS will be a two-story, 125,000 square foot building designed to accommodate 660 students in grades 6-8. The school's design focuses on safety, flexibility, and sustainability, priorities determined during a Visioning Session with civil leaders, community members, and school faculty. This design aligns with the Board of Education's Educational Specification, ensuring the new CMS meets current and future educational needs. This project is a major investment in the community's educational infrastructure, aimed at providing a modern, efficient, and inspiring learning environment for future generations of students.</p>	
<b>Key RPs</b>	<b>Project Update</b>	
<p><b>Client:</b> CMS Building Committee</p>	<p>The Central Middle School project is progressing. A medical-only incident occurred last week involving a worker injured by formwork; the incident was not recordable under Turner's threshold standard. Construction is ongoing across multiple buildings, including foundation work at Buildings A, B, C, and E. Site preparation continues at Building D. Turner issued NOC-008-R1 which identifies recovery schedule opportunities. JLL, along with SLAM and the OAC Action Group has reviewed and provided their recommendation for approval, pending final approval by the CMSBC, which is scheduled to be voted on May 27th. A meeting was held on May 21st to discuss conditions of the building permit. Turner has generated and distributed the responsibility matrix to the Project Team. Turner to collect all documents and submit to the ToG for review and approval. Turner submitted their May Payment Application for the Project Team's review. JLL has distributed a meeting invitation to review it on May 22nd for the Project Team to collectively review and comment. Approval for this pay application is set fourth for June 10th. Turner will provide a long lead items log by May 23rd for the Project Team to review and then distribute. The Purpose of the log will be used to help identify, mitigate, and ensure we are proactive in spotting any potential delays.</p>	
<p><b>Consultants</b> JLL SLAM Collaborative Turner Construction Tighe &amp; Bond Consulting Eng. (CES) Colliers Engineering Langan Engineering</p>	<p>SLAM and Turner are currently assessing the natural rock face around the fire lane to potentially reduce the need for a retaining wall in that area. The team is also reviewing and pricing the new specifications for the scoreboard following feedback from Principal Healy. Based on feedback from the Town, JLL is targeting sign-off and approval on the Power Purchase Agreement (PPA) by June 10th, following the meeting on June 9th.</p>	
<p><b>Contractor:</b> Turner Construction</p>	<p>On May 19th, CMS faculty groups met for FF&amp;E Review Discussion #3, focusing on layouts for breakout spaces and science rooms. SLAM will provide updated plans based on the generated feedback during those meetings. In addition, Design Review Committee meeting will be scheduled to review cafeteria and gym graphics. The team is working towards the next state approval (PCR3) to meet budget and schedule goals.</p>	
<b>Project Budget Updated 05/23/2025</b>		
<b>Total Project Budget</b>		<b>\$112,017,000.00</b>
<b>A. Owners Contingency</b>	\$5,690,120.00	
<b>B. Allocated Contingency</b>	\$1,804,655.83	
<b>C. Owners "Holds" Contingency</b>	\$2,250,000.00	
<b>D. Remaining Owners Contingency (A-B)+C=D</b>	\$6,135,464.17	
Approved Commitments	\$101,455,154.79	
Invoiced to Date	\$12,670,096.23	
Financial % Completed	11.31%	

Risk	Action
Crane and Steel Mobilization	Steel erection for Building E is scheduled to begin around June 9th. If the recovery schedule (NOC-008-R1) is approved, the steel erection may begin as early as June 6th.
Unforeseen Unsuitable Material	The team is now concentrating on Building D and expects excavation within its footprint to take an additional 3-4 weeks, with all unsuitable soil excavated by the end of May 2025. Turner continues to provide weekly updates on unsuitable soil tracking and plans to issue the first Approval Letter for incurred costs on May 23rd.

Schedule Milestone							Schedule Highlights				CMSBC Invoices		
Name	Baseline Start	Baseline End	Adjusted Baseline Start	Adjusted Baseline End	Actual Start	Actual End	Task	Start	Finish	Status	Vendor	Amount	Status
Design, Bid & Award	01/03/23	12/17/24	01/03/23	02/25/25	01/03/23	01/28/25	Foundation System	13-Mar-25	02-Jul-25	▲	Eversource Energy	\$20,672.71	Pending
Phase 1 Early Release Packages	7/25/24	08/29/24	-	-	7/25/24	08/29/24	Crane and Steel Mobilization	06-Jun-25	04-Aug-25	▲	Turner Construction Company	\$2,265,363.69	Pending
Phase 2 Construction Documents	10/01/24	11/19/24	-	-	10/01/24	11/19/24	Slab on Grade & on Deck	02-Jun-25	29-Sep-25	▲			
GMP/Award	11/20/24	02/05/25	-	-	11/20/24	01/28/25	Trailer Power Connectivity	-	16-May-25	☑			
Construct (Phase 1a - 1c)	01/03/25	07/31/26	-	-	01/06/25	-							
Construct (Phase 2a - 2d)	06/22/26	11/25/26	-	-	-	-							
Close	03/26/26	01/12/27	-	-	-	-							

Project Status			
Type	Description	Notes	Status
Scope	Maria's Garden	SLAM to review any potential open items and then schedule a meeting with the CMSBC to review. SLAM has confirmed regarding Planning and Zoning recent inquiry about the Memorial Rock's relocation, is captured in Turner GMP in accordance with the Construction Documents. Tom Healy has provided input on how counselors might use the garden. The placement of the Memorial Rock is under consideration, with a potential shift for a more introspective space as well as additional discussions about adding an interior element to the building to further honor Maria's memory which are not captured in the current Scope of Work.	▲

## PROJECT PHOTOS

