

**Central Middle School Building Committee
Meeting Minutes**



MEETING DETAILS

Meeting Number	25-079
Purpose	Regular Meeting
Meeting Date	10/28/25
Meeting Time	8:00 AM
Location	Mazza Room, Town Hall

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

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

Name	Town of Greenwich Officials	Attendance
Mark Dawson	Deputy Fire Marshal	Present - virtual
John Vallerie	Building Department Official	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
Tamara Rivera	JLL	Project Manager	Present - Virtual
Don Buccì	JLL	Managing Director	Absent
Stephen Gross	JLL	Vice President	Present - virtual
Kemp Morhardt	SLAM	Principal	Absent
Stephen Martocchio	SLAM	Associate Principal	Present - virtual
James Hoagland	SLAM	Senior Associate	Absent
Henry Withers	SLAM	Senior Landscape Architect	Absent
Amanda Hastings	SLAM		Present - virtual
Brian Hamel	CES		Present - virtual
Steve Muckle	CES		Present - virtual
Kelly Craven	CES		Present - virtual
Tim Klepps	Turner Construction	Project Executive	Absent
Joe Phelan	Turner Construction	Senior Procurement Agent	Present - virtual
Bill Leo	Turner Construction	Project Engineer	Present - virtual
Peter Alfano	Turner Construction	Superintendent	Absent
Brian Nereson	Tighe & Bond		Absent
Kristin Malone	Colliers	Building Envelope Commissioning Specialist	Absent
Sierra Keon	Colliers	Assistant Project Manager	Absent

Agenda Item	Topic	Description
1.00	Call to Order	Mr. Joe Rossetti called the meeting to order at 8:01 AM on Tuesday, October 28th, 2025. The Pledge of Allegiance was observed.
2.00	Housekeeping / Adjustments	Chairman Rossetti announced that Mark Dawson will be sworn in as the new Fire Marshal on October 30th at 11:00 AM at Fire Headquarters located at Havemeyer Pl.
3.00	Approval of Minutes (2025 – 09/16, 09/30, 10/14)	<p>Motion: To approve minutes for September 30th and October 14th CMSBC meetings, with a minor condition to note who made the motion and seconded to adjourn the September 30th meeting.</p> <p>Moved by: Ms. Clare Kilgallen</p> <p>Seconded by: Ms. Steph Cowie</p> <p>Vote: Approved without no objection, (8-0-0) Absent: Josh Caspi</p>
4.00	Building Department Status Update	
I.	Permit Status - Amendment #1 (PR-005 - BCE Response Changes)	Turner reported that PR-005 for entrance area revisions has been submitted to both fire marshal and building department. Building department provided comments requiring edits to drawing GC01, which is currently in SLAM's court for response.
A.	Conditions of Permit	Actively being managed with Turner. No issues reported.
II.	Fire Alarm Drawing Submission 10/24	JLL reported that fire alarm drawings were submitted on Friday with representatives from Turner, JLL, ownership, SLAM, CES, and Ferguson meeting with Deputy Fire Marshal Dawson. Mark Dawson provided quick turnaround comments over the weekend. The team is making necessary adjustments with three marked-up sets - one remains with fire marshal's office, Turner has two others. Amendment to electrical permit for fire alarm will allow rough wall inspections to begin. Deputy Fire Marshal Dawson raised concerns about grease from cooking and ventilation requirements in the consumer science food lab. Steve Martocchio (SLAM) noted that the current recirculation hoods over student stations may need to change to full fume hood with a dedicated roof fan to meet code requirements.
A.	Electrical Permit	Turner reported that the amendment to the electrical permit for the fire alarm component. He noted that they already have the main electrical permit, but this amendment was needed to add the fire alarm system to that existing permit
B.	Schedule & Cost Impacts	SLAM confirmed expectation to issue PR this week before end of week. Comments were minimal, and documents have been shared with Ferguson for initial review, though official pricing cannot start until the official PR is issued by the design team. Peter Rader noted they discussed schedule and cost impacts at the OAC meeting yesterday, with next steps being to incorporate Deputy Fire Marshal Dawson's comments into a PR for Turner to price out with subcontractors
III.	Fire Suppression system re-design	
A.	Aquarion	JLL reported the team has been working with Aquarion and the fire marshal's office. They are waiting for a response back from Aquarion, which they hope to receive today. Steve Martocchio noted that getting Aquarion to buy off on their site utility plan redesign is the first step to move this forward and start creating potentially a phased PR for actual pricing. The team expects to hear back from Aquarion today or tomorrow,
B.	NOC-012-R0 - Exploratory Excavation Work	JLL reminded the group that they provided approval of NOC 12 to do the exploratory work where they're thinking about putting the fire suppression tanks on the north side, behind the arc of the building. They have identified a good spot there, which is reflected in the sketch

C.	Schedule & Cost Impacts	JLL noted this has potential schedule and cost impact that they're tracking closely and trying to minimize as much as possible. The plan is to pull the project team together later this week, tomorrow if possible after hearing back from Aquarion today, to start talking about timing for turning around a sketch and getting it back in front of Mark and the town for review. They expect to have more direction next week and push to have a drawing back in front of the building department next week. Turner noted concerns about lead times for tanks (potentially 12 weeks) plus 3 weeks of review, which would put this right on the critical path.
5.00	Construction & Schedule Update:	
I.	Site Safety	Turner reported no incidents since last meeting. 330 workers have completed safety orientation as of yesterday. Current workforce averaging 116 people (up 20 from two weeks ago), primarily for exterior wall and mechanical work
II.	Substantial Completion 07/27/26 - Confirmation & Critical Path	Turner reported still tracking toward August 7th date (originally July 27th). AVB worked Saturday making good progress. Planning Saturday work for exterior wall crew to make up time. Critical path currently exterior wall into site work. Mock-up review for fibrous cement panels conducted last Thursday without final resolution on layout between windows and color changes. Team will work in field tomorrow to layout on building for SLAM approval.
A.	NOC-013-RO - Expedited AVB Installation	
III.	Schedule Risks	Fire alarm impact mitigated thanks to quick turnaround. Fire suppression system design still needs resolution - tanks potentially have 12-week lead time. Fire alarm PR may result in substantial cost that could impact subcontractor schedule
IV.	Two-Week Look Ahead	Mechanical installation in buildings E through A (ductwork, piping) Fire suppression piping on-site for buildings E and C Interior framing started in Building A AVB substantially complete on north side, moved to south side Stone and windows installation started in Building E north side Fibrous cement panel framing to start next week Auditorium roof in progress, gym roof next, then lower roof into Building F
A.	Town Noise Ordinances Review	Current waiver extends through end of year. Team will discuss holiday restrictions in December with Kate and coordinate earlier request for next year extension
6.00	Professional Team Update:	
I.	Invoices and Possible Vote for Approval:	
A. B.	Jones Lang LaSalle Invoices	Motion: To approve Jones Lang LaSalle Americas, Inc. invoices: Invoice #USPDS167994 dated 10.21.25 for \$5,889.00 and Invoice #USPDS167995 dated 10.21.25 for \$45,422.00 Moved by: Mr. Harry Fisher Seconded by: Ms. Christina Poccia Vote: Approved without no objection, (8-0-0) Absent: Josh Caspi
C.	Eversource Invoice	Motion: To approve Eversource Customer Request #19117284 dated 07.15.25 for \$20,936.38 (permanent power pole installation) Moved by: Mr. Harry Fisher Seconded by: Ms. Christina Poccia Vote: Approved without no objection, (8-0-0) Absent: Josh Caspi
II.	Change Orders Discussion & Possible Vote:	
A.	COR-007-RO - PR-005 - BCE Response Changes	Motion: To approve Change Order 7R0 (PR-005 BCE Response Changes) for \$94,983.78, subject to vetting of \$969.76 item in Grasso section with potential adjustment if necessary. Moved by: Mr. Harry Fisher Seconded by: Ms. Clare Kilgallen Vote: Approved without no objection, (8-0-0)
III.	Overall Status	Total Budget: \$112,017,000 Invoiced to Date: \$31,736,835.34 (28.33% billed)
IV.	Budget Risks	Project remains in good financial position despite tracking risks Additional risks being tracked: Grasso claim, AVB claim
V. (A.,B.)	State Grant Applications	Submission #2 status to be confirmed with Dr. Jones this week. Working to include October values before submitting #3.
VI.	PCR #3 FF&E & Technology Submission	Board of Education approved package at October 23rd meeting. Virtual meetings scheduled November 5th (FF&E) and November 6th (Technology). Package is on target to be finalized tomorrow.
B.	Security Items	Turner to provide updated pricing by November 6th.
C.	Move Management	Working with Eugene's team on preferred vendors and procurement. Tamara Rivera (JLL employee) added to team to support FF&E package development at no additional cost.
7.00	Professional Team Update:	
I.	Regulatory Working Group (RWG)	Clare Kilgallen emphasized need to be looped in on open items to provide assistance
II.	Communication Working Group (CWG)	Meeting scheduled later today for November bulletin preparation
III.	Owner Architect Contractor (OAC)	Last meeting October 27th, next meeting November 3rd
IV.	Financial Working Group	Last meeting October 23rd, next meeting November 13th. Change orders reviewed.
V.	Design Review Committee (DRC)	Meeting scheduled for this afternoon 1:30-2:30 PM (virtual).
VI.	Neighborhood Correspondence	No new correspondence received. Susan Rudolph reported no issues from neighborhood
VII.	14th Quarterly RTM Report	13th quarterly report issued. Next (14th) to be prepared by Joe Kelly, with JLL support.
8.00	New Business	Joe Rossetti requested JLL keep on top of P&Z issues for fire suppression pump house to ensure it doesn't become oversized structure
9.00	The next CMSBC meeting	November 11, 2025 – 8:00am – 290 Greenwich Ave, Greenwich, CT 06830., Havemeyer Building – Board Room (Town Hall closed for Veterans Day)
10.00	Adjourn	Motion: To adjourn the meeting Moved by: Mr. Joe Kelly Seconded by: Mr. Harry Fisher Vote: The meeting was adjourned at 9:13 AM without no objection
 Final Prepared by: Christina Poccia, Secretary Central Middle School Building Committee		
Approved on 11/11/25		



Reporting Date: October 24, 2025

Status Indicators	Project Synthesis																			
<ul style="list-style-type: none"> ▲ - Negative status ▲ - Cautionary status ▲ - Positive status 	<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>																			
Key RPs	Project Update	Project Budget Updated 10/24/2025																		
<p>Client: CMS Building Committee</p>	<p>The new Central Middle School construction project continues to make steady progress, with focused coordination on critical path items to maintain the substantial completion date of July 27, 2026. Substantial completion is officially set for July 27, 2026, as documented and approved by the Building Committee through Change Order 15R0 at the October 14, 2025, Building Committee meeting.</p> <p>The project's strong safety record remains intact, with 288 employees now processed through safety orientation, an average daily on-site workforce of 97, and no incidents reported during the past week.</p> <p>Turner is maintaining steady progress on site, with active work this week on MEP rough-ins, roofing over the gymnasium and auditorium, and advancement in masonry and façade construction. Site utilities and storm drainage in the mechanical yard are moving forward, and the exterior envelope continues to improve. Interior operations include ongoing wall layout and above-ceiling ductwork and mechanical installation. AVB spray applications, previously delayed due to weather and detailing constraints, have resumed. In the coming week, key focuses will be slab-on-grade pours in Section B, additional AVB and façade work, and continued progress on mechanical, framing, and storm drainage activities. QA/QC reviews and closeout efforts for field report items continue to maintain quality standards and regulatory compliance. On 10/23, Colliers, SLAM, and JLL conducted an onsite visit to assess AVB progress, review mock-ups, and attend a pre-installation meeting for the storefront work.</p> <p>SLAM, Tighe & Bond, and CES are finalizing the design for the fire suppression system, which will include fire tanks and establish water routing from Aquarion's mains to the required fire hydrant, fire tanks, and domestic water lines into the building. Once the design is complete, Tighe & Bond will submit (target 10/24) all necessary documents to request the Will Serve letter. After the Will Serve letter is issued, Turner can submit an application for a tap card. The system will utilize a combination tap at the property line, with the domestic water line splitting off near this point to serve the building directly while bypassing the tank.</p> <p>PCR #3 was approved by Board of Education on October 23, 2025. State submission will follow in early November. Procurement/bidding is scheduled for winter/spring 2026, with delivery and installation from late May through July, supporting staff move-in and school readiness.</p> <p>An Eversource invoice for pole setting has been distributed and is slated for approval at the 10/28 CMSBC meeting, work will commence once invoice is submitted and processed. The Town has confirmed responsibility for required tree trimming for new service. Temp Power transformer is scheduled for 10/29/2025; meter installation and tie ins and installation will proceed thereafter.</p> <p>Recovery schedule development is ongoing, with Turner and the team analyzing trade labor allocation (including Saturday work and multiple crews) to further mitigate delays, especially for masonry, AVB, and panel installations.</p>	<table border="1"> <thead> <tr> <th colspan="2">Project Budget Updated 10/24/2025</th> </tr> </thead> <tbody> <tr> <td>Total Project Budget</td> <td>\$112,017,000.00</td> </tr> <tr> <td>A. Owners Contingency</td> <td>\$5,690,120.00</td> </tr> <tr> <td>B. Allocated Contingency</td> <td>\$3,872,119.92</td> </tr> <tr> <td>C. Owners "Holds" Contingency</td> <td>\$2,250,000.00</td> </tr> <tr> <td>D. Remaining Owners Contingency (A-B)+C=D</td> <td>\$4,068,000.08</td> </tr> <tr> <td>Approved Commitments</td> <td>\$101,631,865.67</td> </tr> <tr> <td>Invoiced to Date</td> <td>\$31,736,835.34</td> </tr> <tr> <td>Financial % Completed</td> <td>28.33%</td> </tr> </tbody> </table>	Project Budget Updated 10/24/2025		Total Project Budget	\$112,017,000.00	A. Owners Contingency	\$5,690,120.00	B. Allocated Contingency	\$3,872,119.92	C. Owners "Holds" Contingency	\$2,250,000.00	D. Remaining Owners Contingency (A-B)+C=D	\$4,068,000.08	Approved Commitments	\$101,631,865.67	Invoiced to Date	\$31,736,835.34	Financial % Completed	28.33%
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<p>Contractor: Turner Construction</p>																				

Risk	Action
Fire Marshal/Code Coordination Drawings	Drawings were hand delivered and reviewed with the Deputy Fire Marshal on 10/24. Drawings are currently under review by the Fire Marshall. Comments to be provided.
Fire Line Water Pressure and Tank Coordination	Design team to immediately submit updated demand calculations and site utility plan (including tank and hydrant details) to Aquarion. Project team to maintain direct, frequent communication with Aquarion to ensure expedited review (targeting 1–2 week turnaround). Proactively coordinate with contractors to prepare for prompt procurement and installation of tanks upon approval and closely monitor all dependencies to prevent impacts to the project's critical path.
Turner Delay Claims - AVB & Fire Sprinkler	Turner has submitted two formal delay claims—one for AVB and one for fire sprinkler water pressure. JLL has opposed the AVB claim; both are being actively tracked as potential schedule and budget risks.
Site Contractor Claim	Grasso claim (~\$1M) for excess topsoil removal formally rejected by Turner. Claim copy provided to committee for review.

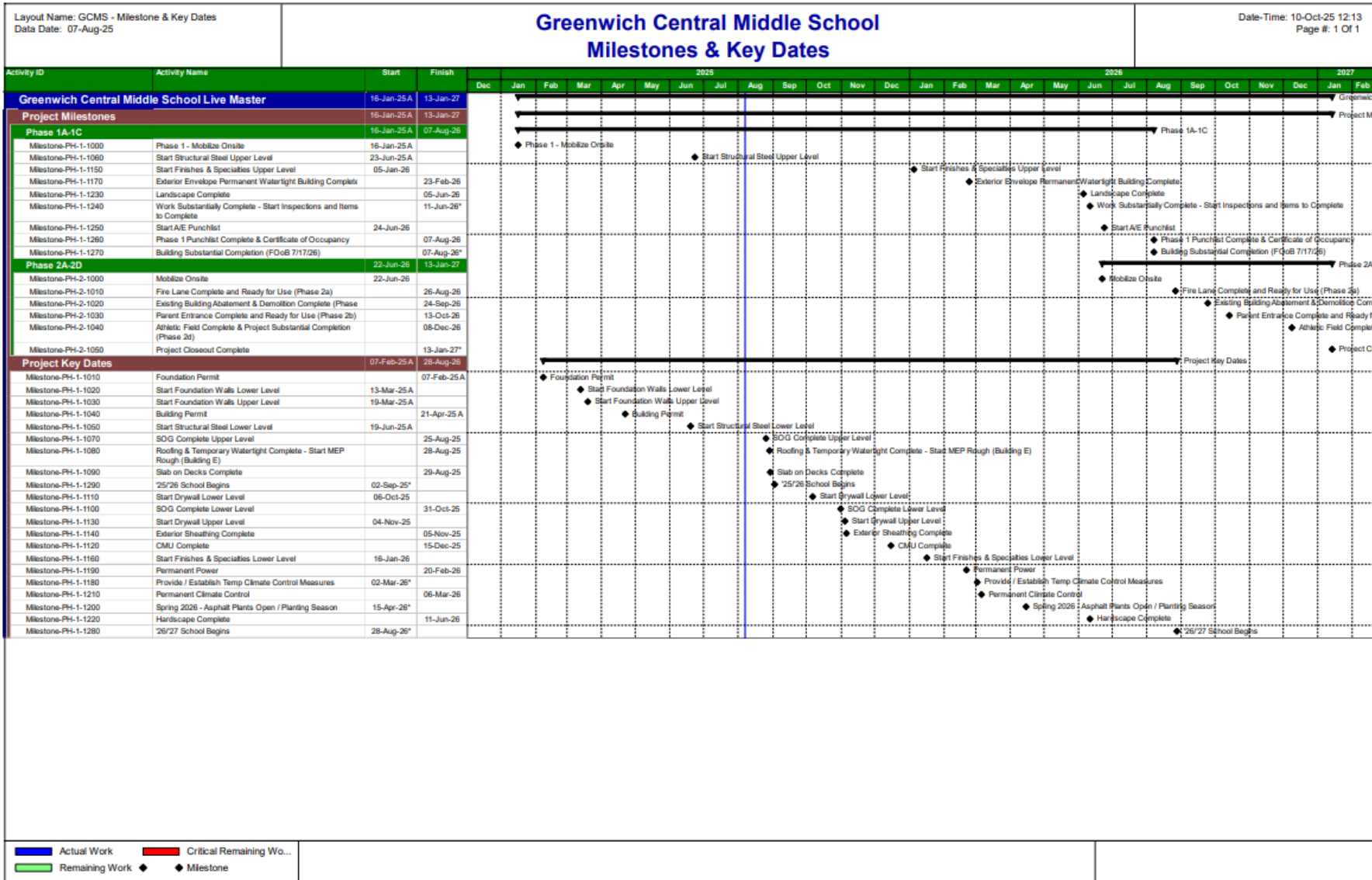
Project Overview Timeline							GCMS State Grant Payment Request			
Name	Baseline Start	Baseline End	Adjusted Baseline Start	Adjusted Baseline End	Actual Start	Actual End	#	Eligible Cost	(20 %) Projected Reimbursement	Qualified Reimbursement
GMP/Award	11/20/24	02/05/25	-	-	11/20/24	01/23/25	1	\$3,603,473.00	\$720,694.60	\$675,936.00
Construct (Phase 1a - 1c)	01/03/25	07/31/26	-	-	01/06/25	-	2	\$5,850,766.42	\$1,170,153.28	-
Construct (Phase 2a - 2d)	06/22/26	11/25/26	-	-	-	-	3	\$16,995,404.42	-	-
Close	03/26/26	01/12/27	-	-	-	-				

Project Status			
Type	Description	Notes	Status
Budget	State Grant Application #2	Approved 09/11. Reimbursement pending confirmation from town. Submission #3 to cover April–September pay apps, now being adjusted.	▲
Scope	PCR – 3 Completion	BoE (Board of Ed), approved on 10/23. State submission scheduled early November.	▲

CMSBC – Central Middle School – Greenwich, CT



Reporting Date: October 24, 2025



PROJECT PHOTOS

