

Central Middle School Building Committee
Meeting Minutes



MEETING DETAILS

Meeting Number	26-001
Purpose	Regular Meeting
Meeting Date	1/6/26
Meeting Time	8:00 AM
Location	Mazza Room, Greenwich Town Hall

Name	Committee Members	Attendance
Joe Rossetti	Chair, DRC Member	Absent
Clare Kilgallen	Vice Chair, Communications Working Group Member, DRC Member	Present – In person
Christina Poccia	Secretary, DRC Member	Present – Virtual (host per Zoom record)
Tony Turner		Present – Virtual
Harry Fisher	BET Rep Financial Working Group Member	Present – Virtual
Bob Chaney	BoE Rep, DRC Member	Present – In person
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	Present – Virtual
Michael Kiselak	DPW	Absent
Stephanie Cowie	RTM, DRC Member	Present – Virtual
Lauren Rabin	Board of Selectmen; Communications Working Group Chair	Absent
Thomas Healy	CMS Principal	Present – Virtual

Name	Neighborhood Liaisons	Attendance
Rachel Koven		Absent
Susan Rudolph		Present – Virtual
Warren Silver		Present – Virtual

Name	Town of Greenwich Officials	Attendance
Mark Dawson	Fire Marshal	Absent
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	Present – Virtual
Stephen Martocchio	SLAM	Associate Principal	Present – Virtual
James Hoagland	SLAM	Senior Associate	Absent
Henry Withers	SLAM	Senior Landscape Architect	Absent
Amanda Hastings	SLAM	Senior Associate Interior Designer	Absent
Brian Hamel	CES	Senior Project Manager	Absent
Steve Muckle	CES	Project Manager	Absent
Andrew White	T&B	Mechanical Engineer	Absent
Tim Klepps	Turner Construction	Project Executive	Present – Virtual
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	Principal Engineer	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	Acting Chair Clare Kilgallen called the meeting to order at 8:00 AM on Tuesday, January 06, 2026, noting a quorum of at least five voting members. The Pledge of Allegiance was observed.

2.00	Housekeeping / Adjustments	Acting Chair Clare Kilgallen led housekeeping items at the start of the meeting, outlining several procedural and administrative adjustments for recordkeeping clarity and committee operations. Agenda Structure Revision: Kilgallen noted that, per her email circulated the prior evening, Item 5[IV] (“14th Quarterly RTM Report”) was to be separated from the Professional Team Update section to stand as an independent numbered agenda item 5. All subsequent items, beginning with Professional Team Updates to be renumbered Item 6 and following items renumbered accordingly. Officer Coordination with JLL Management: Kilgallen further stated that the scheduled quarterly account meeting between the CMSBC officers and JLL Management had been postponed in December due to a JLL bereavement. The meeting will be rescheduled for January 2026 to review ongoing service performance, project controls, and relationship management topics. She requested all committee members forward any comments or feedback regarding Owners Representative performance to the officers ahead of that rescheduled meeting. BET Representation Transition: Chair Kilgallen formally recognized Joe Kelly as the committee’s incoming Board of Estimate and Taxation (BET) representative, following his swearing-in scheduled for January 7, 2026. She extended the committee’s gratitude to current BET Representative Harry Fisher for his service on the Committee, acknowledging his consistent contributions toward project financial oversight and budget risk tracking. Fisher was thanked on record for his detailed attention and collaborative approach on the CMSBC.
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3.00	Approval of Minutes	<p>Motion: To approve the meeting minutes of December 23, 2025 as presented.</p> <p>Moved by: Mr. Harry Fisher</p> <p>Seconded by: Mr. Bob Chaney</p> <p>Vote: Approved by unanimous consent, 8-0-0 (Absent: Rossetti)</p>
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4.00	Building Department & Fire Department Update:	
I.	Fire Suppression Redesign – Phase 2 (Pump House and Storage Tanks)	JLL reported on the critical fire pump system timeline. Peerless Pump Company shop drawings are expected by January 12, 2026, with a pre-submission coordination meeting scheduled for January 7th involving Peerless, SLAM, Turner, and JLL to address any technical clarifications and expedite the review process. Following receipt, SLAM and CES (engineer) will conduct technical review between January 12-16, targeting Fire Marshal presentation during the week of January 19th. Upon approval, Peerless requires 18 weeks for fabrication and delivery, projecting equipment arrival approximately June 11, 2026. The project team is pursuing schedule acceleration through compressed design review timelines and exploring expedited delivery options with Peerless to mitigate potential schedule impact to the August 6th substantial completion target. Cost-benefit analysis for premium delivery will be presented if viable.
II.	Fire Department / Kitchen Ansl System & Art Room Kiln Memo	JLL reported that Fire Marshal Dawson requested a consolidated drawing overlay for the kitchen (cafeteria) Ansl system at the December 22, 2025 Building Committee meeting, following SLAM’s original memo issued December 1st. The system components are currently documented across multiple drawings and submittals, requiring compilation into a single comprehensive document for the Fire Marshal’s final review. JLL, Turner Construction, and SLAM will meet later today to determine the most effective approach for assembling this consolidated package and identify the appropriate entity to prepare the unified drawing set. The compiled documentation will be submitted to Fire Marshal Dawson for his final approval of the kitchen Ansl system.
III.	PR-023 - FM Requested Cooking Lab Hood Mods - Issued 12/24/2025	SLAM explained that the design team issued PR-023 on December 24, 2025, addressing Fire Marshal requirements for enhanced safety systems at all cooking stations within the consumer science laboratory. The proposal includes mini-Ansl systems for five cooking stations; four student workstations plus one instructor demonstration station. The modifications represent a compromise between SLAM’s original residential-scale design approach and the Fire Marshal’s initial request for full Type 1 NFPA commercial kitchen systems. The proposed solution installs localized recirculation hoods with integrated rechargeable Ansl systems at each cooktop, electronically tied to range units and connected to the fire alarm system, avoiding roof penetrations required by full commercial systems. A member asked about the scope of this proposed work and the deference from the originally approved design. Acting Chair Kilgallen noted that Fire Marshal Dawson had approved the original plans during state PCR in June 2024, and requested the Regulatory Working Group coordinate a meeting with the BET Rep. and the Fire Marshal to review the rationale for these additional requirements.
IV.	Impact to Project Contingency	JLL reported that remaining owner contingency stands at \$1,626,724.46, which does not include costs for PR-023 or other pending fire-related modifications. Turner Construction is developing pricing for the cooking lab hood modifications, with costs expected to have measurable impact on both project budget and schedule. The team is working to mitigate both cost and schedule impacts while maintaining compliance with Fire Marshal requirements
5.00	Discussion and Possible Vote for Approval:	

A.	14th Quarterly RTM Report (10/12/25–1/11/26)	Acting Chair Kilgallen presented the 14th Quarterly Report to the Representative Town Meeting covering the period from October 12, 2025 through January 11, 2026. The draft report had been circulated to all committee members multiple times for review. Discussion: Kilgallen noted that one additional sentence had been incorporated into the report and circulated to all committee members on January 5th. Peter Rader (JLL) confirmed several administrative items requiring completion before final submission: MUNIS update to be obtained and incorporated by JLL into the financial section January construction bulletin hyperlink to be added within the next 1-2 days Reconciliation of construction memo and neighborhood notice counts by JLL The report maintains the January 11, 2026 submission deadline to the RTM, with Joe Kelly and Stephanie Cowie's assistance in meeting this timeline.
	Motion:	To approve the 14th Quarterly RTM Report (10/12/25–1/11/26) as presented, with administrative updates to be completed by JLL prior to submission.
	Moved by:	Mr. Joe Kelly
	Seconded by:	Harry Fisher
	Vote:	Approved by unanimous consent, 8-0-0 (Absent: Rossetti)
6:00	Professional Team Update:	
I.	Invoices and Possible Vote for Approval:	
A.	Turner Construction Company - Application #22 - 12/31/2025	JLL presented Turner Construction's Application for Payment #22, dated December 31, 2025, in the amount of \$5,770,705.34. The application has been reviewed and approved by both SLAM Collaborative and JLL project management. Rader noted that JLL's review process included comments back to Turner Construction, resulting in adjustments with subcontractors before arriving at the final recommended amount for committee approval
	Motion:	To approve Turner Construction Company Application #22 in the amount of \$5,770,705.34
	Moved by:	Ms. Clare Kilgallen
	Seconded by:	Mr. Todd Klair
	Roll Call Vote:	Unanimously approved, 8-0-0 (Absent: Rossetti)
B.	Shipman & Goodwin LLP - Invoice #675093 - 12/24/2025	Ms. Kilgallen presented the legal services invoice #675093 from Shipman & Goodwin LLP, dated December 24, 2025, in the amount of \$51.50. This invoice relates to the amendment agreement ASR#2 for the extension of owner's rep. services agreement.
	Motion:	To approve the Shipman and Goodwin invoice as presented.
	Moved by:	Ms. Clare Kilgallen
	Seconded by:	Mr. Harry Fisher
	Vote:	Approved by unanimous consent, 8-0-0 (Absent: Rossetti)
II.	Approval Letter Discussion & Possible Vote:	
A.	AL-027-R0 - Precautionary Safety Measure (Blasting Coordination with School Operations)	JLL reminded the committee of the comprehensive safety plan implemented for blasting activities in proximity to the existing school. The precautionary measures included seismic monitoring exceeding contractor requirements, ensuring smooth coordination with ongoing school operations during the blasting phase
	Motion:	To approve Approval Letter AL-027-R0 in the amount of \$11,697.99
	Moved by:	Mr. Bob Chaney
	Seconded by:	Mr. Harry Fisher
	Vote:	Approved by unanimous consent, 8-0-0 (Absent: Rossetti)
B.	AL-028-R0 - Unforeseen Unsuitables (High-Early Foundation Walls, Footings & Piers Concrete Costs)	JLL explained this approval letter addresses unforeseen site conditions along the rear fire access lane requiring high-early strength concrete for foundation walls, footings, and piers. The premium concrete allowed acceleration of backfilling activities, supporting schedule recovery efforts. It was clarified that this cost is in the GMP and funded out of construction contingency. A BC member noted that there are project credits that need to be processed.
	Motion:	To approve Approval Letter AL-028-R0 in the amount of \$31,200.95
	Moved by:	Mr. Harry Fisher
	Seconded by:	Mr. Bob Chaney
	Vote:	Approved by unanimous consent, 8-0-0 (Absent: Rossetti)
C.	AL-030-R0 - Concrete Premium Time (May 2025)	JLL Peter Rader noted this approval letter is for May 2025 work that addresses concrete premium time costs associated with accelerating backfill operations to minimize schedule impact. He emphasized the Committee's expectation for more timely submission of such cost items from Turner Construction and their subcontractors.
	Motion:	To approve Approval Letter AL-030-R0 in the amount of \$14,999.15
	Moved by:	Mr. Harry Fisher
	Seconded by:	Mr. Bob Chaney
	Vote:	Approved by unanimous consent, 8-0-0 (Absent: Rossetti)
III.	Change Order Discussion & Possible Vote:	
A.	COR-023-R0 - PR-016 (Owner Requested Security Modifications)	JLL presented Change Order COR-023-R0 related to PR-016 Owner Requested Security Modifications in the amount of \$12,370.84. He clarified this cost will be charged against Owner contingency as it represents a change order for modifications requested by Brent Reeves (GPS Security Director). The Committee previously voted to approve proceeding with these security enhancements several months ago (PR-16). Todd Klair noted the committee's ongoing concern about the timing gap between work approval and cost documentation, emphasizing the need for more immediate pricing following work authorization.
	Motion:	To approve Change Order COR-023-R0 in the amount of \$12,370.84
	Moved by:	Mr. Todd Klair
	Seconded by:	Mr. Harry Fisher
	Vote:	Approved by unanimous consent, 8-0-0 (Absent: Rossetti)
III. IV.	Overall Status & Budget Risk	
		JLL presented the project dashboard showing a total budget of \$112,017,000 with \$43,209,437.71 invoiced to date (38.57% completion) and \$1,626,724.46 remaining in owner contingency. Major budget risks include fire suppression system modifications (Phase 2 redesign, kitchen Ansul systems, and PR-023 cooking lab hood enhancements), schedule-related premium costs for maintaining the August 6, 2026 substantial completion date, and potential regulatory compliance adjustments. Rader emphasized these represent "measurable, real costs" with fire suppression items posing the most significant exposure, while PR-023 pricing remains pending from Turner Construction. The team is pursuing value engineering and scope optimization to mitigate impacts, with a budget analysis expected following Turner's pricing clarification in the coming weeks
V.	State School Construction Grant Reimbursement Request #3 (April–October 2025)	JLL repeated the prior meeting's report status that Reimbursement Request #3 (Apr.–Oct. 2025) was submitted November 11, 2025, with a projected 20% reimbursement of \$3,436,891.80. Jose Cardoso Jr. still needs to follow up with Sup't Dr. Jones on processing status, expecting payment shortly based on historical timelines. Harry Fisher requested clarification on eligible versus non-eligible cost percentages, prompting JLL to enhance dashboard tracking with color-coded forecasts. Tony Turner emphasized including the enhanced state reimbursement grant ("-\$20 million) in financial reporting. The Committee decided to add a running total of received reimbursements to the future RTM progress reports to further increase project transparency and noted such information would aid in Town capital planning.
7:00	Construction & Schedule Update:	
I.	Site Safety	Turner Construction reported no incidents since the last Building Committee meeting. The project has processed 436 workers through safety orientation to date. Workforce levels averaged approximately 115 workers during the holiday period, down from the typical 140 workers, but are ramping back up to normal levels this week. No safety concerns or recordable incidents were noted. Arc Flash Incident Follow-up: Peter Rader (JLL) referenced the November 2025 temporary power panel arc flash incident, confirming that temporary power has been re-energized and is operational with electric heaters supplemented by diesel heaters for exterior masonry work areas. Rader emphasized the importance of proper reporting to the Authority Having Jurisdiction (AHJ) for future electrical work and requested that lessons learned be incorporated into the Method of Procedure (MOP) for permanent power installation.
II., A., B.	Schedule Review / Substantial Completion	The fire pump system's 18-week lead time poses the primary schedule risk for the August 6, 2026 substantial completion, as the system is required for occupancy approval. Fiber cement panel non-compliance by subcontractor PDC requires remedial work, with SLAM identifying installation deficiencies necessitating panel removal and reinstallation. Turner mitigated impact by mobilizing Grasso masonry to work parallel areas while PDC addresses compliance issues. The team is pursuing fire pump review acceleration and expedited delivery options. JLL emphasized that Turner Construction must present a detailed recovery schedule at the next Building Committee meeting, noting that sufficient information now exists following fiber cement issue resolution. Since this represents a Turner subcontractor performance problem, the committee expects an aggressive recovery plan addressing both remediation work and strategies for maintaining or improving the August 6th substantial completion target.
III.	Coordination with Eversource & Verizon for Temporary and Permanent Power	Turner reported that four utility poles were installed - two by Eversource and two by Verizon - representing significant progress on permanent power infrastructure. An on-site coordination meeting is scheduled for Thursday with Town Tree Warden Dr. Kramer (confirmed attendance) and pending Eversource confirmation to review pole installation, clarify utility scope responsibilities, and coordinate completion of permanent power connections. Clare Kilgallen noted the need for Eversource coordination with Fire Marshal Dawson regarding permanent power requirements. She noted the absence of Lauren Rabin's to assist at the Town level to aid coordination, and emphasized that professional team members must drive this coordination effort.
8:00	Design Items:	
I.	PCR #3 – Furniture, Fixtures & Equipment (FF&E) and Technology procurement packages	JLL provided an update on the Furniture, Fixtures & Equipment (FF&E) and Technology procurement package currently out to bid. Key timeline milestones include the bid date of December 9, 2025, with Addendum #1 issued on December 26, 2025, and Addendum #2 issued on January 5, 2026 to address contractor rate clarifications. Public Bid opening is scheduled for January 12, 2026 (next Monday) at the Board of Education building. The bid opening is public, and committee members are welcome to attend. JLL will distribute specific details to interested attendees.
II.	Value Management	
A.	(BI-40) Wall Tile at drinking fountains	Christina Poccia presented the Design Review Committee's (DRC) recommendation to install tile behind drinking fountains throughout the school. The proposal addresses long-term durability and maintenance concerns, as these areas experience significant wear over the building's lifecycle. Turner Construction is preparing surfaces to receive tile during the ongoing construction process, making this the optimal time to provide substrate preparation. SLAM will provide specifications for readily available porcelain tile extending 5 feet from finished floor, though Stephen Martocchio (SLAM) requested flexibility on the height requirement pending design sketches for committee review. Ms. Poccia noted the cost is expected to be minimal, with strong return on investment considering facilities maintenance requirements over the building's lifespan. The DRC supported the installation based on durability and lifecycle cost benefits
	Motion:	To approve installation of tile behind and beside drinking fountains (value management item BI-40), with SLAM to finalize height, material specifications, and design details for Design Review Committee approval
	Moved by:	Ms. Christina Poccia

	Seconded by:	Ms. Clare Kilgallen
	Roll Call Vote:	Approved by unanimous consent, 8-0-0 (Absent: Rossetti)
III.	Attic Stock - Status	Not discussed
IV.	FF&E & Move Management Matrix	JLL reported that School Superintendent Dr. Jones has requested early delivery of teacher packing crates in January instead of the originally scheduled March delivery. This change would allow teachers additional time for classroom preparation and packing coordination. JLL Ms. Tamara Rivera will coordinate with Bob Chaney (Board of Education representative) and Dr. Jones to review the implications of this schedule change and ensure it aligns with overall move management timeline and does not create storage or logistical complications. The team will assess whether early delivery supports or conflicts with the established move management sequence.
9.00	Committee / Working Group Reports	
I.	Regulatory Working Group (RWG)	Clare Kilgallen reported that the Regulatory Working Group will coordinate a meeting with Fire Marshal Mark Dawson to discuss the rationale behind the cooking lab hood modifications and fire pump house review processes. This meeting will include Bob Chaney (Board of Education representative) and is intended to provide clarity on the Fire Marshal's requirements, particularly given that the original plans were approved during PCO in June 2024. The regulatory group will schedule this discussion to avoid taking up full committee meeting time while ensuring transparency in the decision-making process.
II.	Communication Working Group (CWG)	No report
III.	Owner Architect Contractor (OAC)	Todd Klair noted that the OAC meetings continue to provide effective coordination between Turner Construction, SLAM, and JLL, with strong progress visible on-site. He requested that JLL provide a comprehensive list of holds and allowances in a standalone document to improve tracking of potential credits and financial impacts for both the OAC and Financial Working Group review.
IV.	Financial Working Group	The Financial Working Group meeting has been rescheduled to January 9, 2026 to review budget status, contingency impacts, and pending cost items including PR-023 pricing from Turner Construction
V.	Design Review Committee (DRC)	Christina Poccia reported that the Design Review Committee will review tile design sketches from SLAM for the drinking fountain installations. She will coordinate another item, review of the school dedication plaque design (to be located near the main office entrance), pending details from the architect.
VI.	Neighborhood Correspondence	JLL reported that neighborhood notices for January-February 2026 construction activities were distributed on December 19, 2025. March-April 2026 notices are currently in draft form and pending final review before distribution to surrounding residents. The notices inform neighbors of anticipated construction activities, noise ordinance considerations, and project timeline updates
10.00	New Business	None
11.00	The next CMSBC meeting	January 13, 2026 – 7:00 PM – Town Hall, 101 Field Point Rd., Mazza Room January 20, 2026 – 8:00 AM – Town Hall, 101 Field Point Rd., Mazza Room January 27, 2026 – 7:00 PM – Town Hall, 101 Field Point Rd., Mazza Room
12.00	Adjourn	
	Motion:	To adjourn the meeting.
	Moved by:	Mr. Harry Fisher
	Seconded by:	Mr. Bob Chaney
	Vote:	Approved by unanimous consent, 8-0-0 (Absent: Rossetti)
		The meeting adjourned without objection at 9:04 A.M.
Final Prepared by: Christina Poccia, Secretary Central Middle School Building Committee		
		Approved on 01/20/2026