

Julian Curtiss School Building Committee Meeting Minutes

April 17, 2026

In person and ZOOM

Attendance: David Levine, Lisa Yates, Chris Cykley, Veronica Chiavaroli, Janet Stone McGuigan, Betsy Galindo, Harry Fisher, Wendy Vizzo Walsh, Rachel Khanna, Liridona Ahmeti - Tishukaj, Nick Macri, Brent Reeves, Dan Watson, Emmanuel D'Amore

Meeting called to order at 7:47am

1. Approval of minutes from 3/13/2026 and 3/27/2026; Harry moved to approve, David seconded, approved by unanimous consent
2. Antinozzi invoice March 2026 #971845574 for \$7,155.00, moved by Harry and seconded by Wendy, approved by unanimous consent.
3. Updated owner's punch list reviewed with 9 issues outstanding, examples including: front door (Chris is following up), door from vestibule to corridor is confirmed working and ADA paddle is also working (Brent asked if Aphone is working and Chris will follow up and suggested a larger call so it works for both front and vestibule door), tile in the bathroom (THP claiming that the building committee stated it was acceptable, which the committee disagrees with), brick face efflorescence is claiming to be cleaned but possibly was not done at right temperature as more is there.
 - a. Letter being sent to THP including these items, the committee is considering completing the work and backcharging THP.
4. Closeout documents are in the process of being sent to the architect for review
 - a. A copy sent to Dan Watson's office, without design team review, which is deemed unacceptable given outstanding items.
 - b. Two recent change orders have also been sent to the committee but need clarification
 - c. Final negotiation is approaching. Costs to Greenwich to be resolved total \$43,647.50:
 - i. \$10,719.73 Greenwich PD/FD response and fire watch due to fire alarm wire clipping.
 - ii. \$ 2,340.25 Security Specialists removal/reinstallation of old security camera due to incomplete front entrance.
 - iii. \$30,587.52 Private security staffing (Arrow Security).
 - iv. THP final payment application for \$265,789.34 is on hold, and subject to adjustment, pending completion of work and resolution of all items.

- d. Committee considering pricing the unfinished items with a town approved contractor to assess cost of completion of the project
- 5. Ribbon cutting is scheduled for September 14, time TBD and we will ask Principal Calderon to confirm.
- 6. AA reviewed procurement with Eugene Watts. Non-bid limit is \$24,999, and this should cost much less, but he recommends soliciting three proposals for review. AA will request proposals from three sign companies: ABC Signs (Bridgeport); Signs & Decal (Brooklyn); and T&L Trophies and Awards (Pelham). We will ask for installation as a separate line item, and request delivery 4 weeks prior to the anticipated ribbon cutting. Selected vendors will provide submittals to assist with refinement of layout (typesetting) final material selection (cast bronze or similar etched bronze) and selection of options like the plaque border style.
- 7. Update on Phase 3 timeline: Schedule overview.
 - a. April break work occurred on schedule; a grease waste interceptor will be installed during the main construction period.
 - b. MOTION TO APPROVE JAR application for payment No. 1, through 4/30/26, in the amount of \$28,806.94. This is a pencil requisition with no comments. Primary cost is the bond at ~\$25K. Moved to May meeting.
 - c. Other costs include progress billing against submittals and project management for work over April break.
 - d. Work will start in the cafeteria June 1st but the kitchen will be active. June 8th work will start in the kitchen. June 15th they will complete the demo and install protection for abatement, which will not begin until school ends on 6/22. A second meeting will occur with food services, district and school administration as well as facilities to solidify the plan.
 - e. Early work still includes:
 - i. All Non-ACM/PCB demo. (kitchen equipment, ACT ceiling, lighting, walls, elevated auditorium slab, quarry tile floor)
 - ii. Prep Patch floors from demo
 - iii. Install structural steel for the cafeteria floor.
 - f. Submittals proceeding in a timely fashion.
 - g. Permitting process underway.
 - h. Waste sorting stations still needed to be purchased separately.
- 8. Phase 4: Initial project overview and timeline discussion.
 - a. AA will submit a formal proposal for design work, based on amounts reviewed for budgeting based on increased scope. We expect to share this at the next meeting.
 - b. Scope to be refined based on estimate; rooms to be selected for ADA improvements, etc.
 - c. Design team will measure selected spaces once school is out.

- d. One summer vs two summers to be reviewed; may request feedback from JAR.
- 9. Review schedule. Next meeting May 8th (every 3 weeks thereafter).
 - a. Friday, May 29
 - b. Friday, June 19 – review – Juneteenth okay?

Meeting adjourned 8:45am