

Central Middle School Building Committee Meeting Minutes			
MEETING DETAILS			
Meeting Number	26-018		
Purpose	Special Meeting		
Meeting Date	8/13/26		
Meeting Time	8:00 AM		
Location	Mazza Room, Greenwich 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 – In person	
Christina Poccia	Secretary, DRC Member	Absent	
Tony Turner		Present – Virtual	
Harry Fisher	BET Rep	Present – In person	
Bob Chaney	BOE Rep, DRC Member	Present – Virtual	
Joshua Caspi		Absent	
Todd Klair		Present – Virtual	
Stephanie Cowie		Present – Virtual	
Name	Ex-Officio Members	Attendance	
Peter Sampanaro	RTM Rep	Present – Virtual	
Dennis Yeskey	P&Z	Absent	
Dan Watson	GPS	Absent	
Ben Branyan	GPS	Absent	
Lauren Rabin	Board of Selectmen; Communications Working Group Chair	Present – In person	
Thomas Healy	CMS Principal	Present – Virtual	
Name	Neighborhood Liaisons	Attendance	
Rachel Koven		Absent	
Susan Rudolph		Present – Virtual	
Warren Silver		Absent	
Name	Company	Title	Attendance
Peter Rader	JLL	Vice President/Associate Director	Present – Virtual
Jose Cardoso	JLL	Senior Project Manager	Present – In person
David Oppizzi	JLL	Senior Project Manager	Present – In person
John Munnick	JLL	Associate Project Manager	Present – Virtual
Tamara Rivera	JLL	Project Manager	Present – Virtual
Don Buccì	JLL	Managing Director	Absent
Stephen Gross	JLL	Vice President	Present – Virtual
Agenda Item	Topic	Description	
1.00	Call to Order		
I.	Call to Order, Pledge of Allegiance & Roll Call	Chairman Joe Rossetti called the Special Meeting of the Central Middle School Building Committee to order at 8:05 a.m. and led the Pledge of Allegiance. The roll was called. Six (6) voting members were present at the call to order, constituting a quorum. Mr. Klair joined at approximately 8:15 a.m., which was announced during the meeting as bringing the Committee to seven (7) voting members. The meeting was recorded.	
II.	Temporary Certificate of Occupancy – Acknowledgement	Chairman Rossetti noted that the Temporary Certificate of Occupancy for Central Middle School was received the previous day, describing it as a major milestone, and thanked the Committee, those listening in, and the wider project team for their work and positive attitude. He cautioned that a number of items remain outstanding, but that the project is positioned to receive students in a couple of weeks. For the record, the certificate initially circulated was dated August 12, 2026; a corrected certificate was subsequently issued dated August 11, 2026, being the date on which occupancy was verbally approved. The operative TCO date is August 11, 2026.	
III.	Recognition – Jose Cardoso (JLL)	Chairman Rossetti thanked Jose Cardoso for the effort and skill he has devoted to the project, noting the TCO is in large part the result of Mr. Cardoso's and his team's persistence and focus on the goal, and wished him well in his next endeavor and with his family. Principal Healy also expressed regret at his departure. Mr. Cardoso thanked the Committee and the team, said his goal had been to remain through this milestone, expressed confidence in the JLL team taking over, and noted he remains available.	
2.00	Presentation of JLL Staffing Transition Plan (August 11, 2026)	Peter Rader (JLL) presented the staffing transition plan dated August 11, 2026 at a high level, noting that a smaller working group had already reviewed the document line by line and that the version presented reflects that group's comments and the resulting revisions. Chairman Rossetti identified the working group as himself, Ms. Kilgallen, Ms. Cowie, and Mr. Klair, who had also met Mr. Oppizzi earlier in the week.	
I.	Transition Plan – Roles, Responsibilities & Allocations	Mr. Cardoso's last day is August 18, 2026. The plan addresses roles and responsibilities as well as allocation, mapping project tasks to the individuals best suited to handle them given the history of the project and their individual skill sets. Mr. Cardoso's allocation from September would have been 80%, the contractual percentage in place since the contract was signed. Under the plan, David Oppizzi, Senior Project Manager, will be allocated at 60% and will serve as the day-to-day point of contact; Mr. Rader will remain project executive with his time increased by an additional 20%; John Munnick will continue to provide administrative support in his current function; and Tamara Rivera will continue in her role as furniture and move coordinator. Mr. Rader also highlighted that he will take over the lead on the financial and State of Connecticut applications for payment, including the State change order process, given the level of detail involved.	
II.	Introduction of David Oppizzi (JLL) & Project Experience	Mr. Oppizzi introduced himself as a Senior Project Manager with JLL for eight years who has worked on a number of projects with Mr. Rader. He described three projects: (a) SoundWaters, a not-for-profit facility in a coastal park in Stamford, Connecticut, run with Mr. Rader from November 2020 to December 2022 on a \$13 million budget - a 14,000 square foot, two-story building comprising science labs, a marine boat shop, classrooms, and administrative space. The principal challenge was contaminated soils in a coastal flood zone identified during due diligence and carried in the budget as allowances; a switch from a shallow spread footing to a rammed H-pile foundation reduced excavation and soil handling, avoided the export of soils, addressed the water table, and is estimated to have benefited the project by upwards of \$500,000. All utilities were brought in new from the street, including fiber and Verizon service, Aquarion water, and new electric service. As the first phase of the city's park master plan, the project was coordinated weekly with the City of Stamford Engineering Department, and Mr. Oppizzi chaired the weekly OAC meetings with a four-member building committee while directly managing the contractor and coordinating with the design team. The 14-month construction schedule concluded with a TCO rather than a full certificate of occupancy because the first phase was tied to the overall site plan approval covering the city's later phases, and the building remains occupied under that TCO. Mr. Rader added that SoundWaters received a State grant carrying stipulations around subcontractor contracting and project labor agreements, although it was not a State reimbursement through DAS. (b) King School, Stamford, a current project comprising a 24,000 square foot, two-story expansion of the high school at a private school, including a new student commons, a small cafe, specialty classrooms comprising an innovation lab and a hands-on workshop, typical classrooms, a new second-floor fitness center consolidating equipment currently split between two buildings, and new locker rooms and an athletic wing with trainers' offices and treatment facilities. JLL took the project over from another owner's representative in June 2025 at 100% construction documents, which required a review of project history and design decisions, rebaselining of the budget and schedule, and client approval of the revised budget and schedule. Bids came in above the construction manager's prior budget, requiring value engineering through changes in manufacturer, specification, and alternate materials rather than reductions in program, and the contract type was converted from a GMP with shared savings to a lump sum agreement, yielding a further \$700,000 in savings. Construction began in March 2026; structural steel is complete with detailing under way, slabs are to be poured from late August into September, and the building is targeted to be watertight by the end of December, with completion targeted for June and opening for the 2027 fall school year. In response to a question, Mr. Oppizzi confirmed King School is a private school with no State reimbursement, funded through a mix of endowment funds, an ongoing capital campaign, and debt. (c) Green Chimneys, Brewster, New York, a master planning effort for a therapeutic school on a former farm campus, developing initial budgets, schedules, and a phasing plan in partnership with the construction manager. The plan required a new athletic field to be built first, followed by a 28,000 square foot, two-story student center on the existing field, relocation of programs out of converted farmhouse buildings, and demolition or repurposing of those buildings to allow new site circulation addressing bus queuing and parent drop-off pinch points and sight lines. The project is on pause pending State funding, with the possibility of re-engagement.	
3.00	Discussion and Possible Vote JLL Staffing Transition Plan (August 11, 2026)		

I.	Discussion	Chairman Rossetti asked how Mr. Oppizzi would balance the 60% allocation to this project against the 40% allocated to the King School project. Mr. Oppizzi responded that JLL project managers typically carry three projects at a time, that his office is attentive to workload, that following the prior day's call he had already been in meetings to free up time to give this project the appropriate commitment, and that CMS will be his priority through a strong closeout, targeted for February 2027 or sooner. On closeout, he described his approach as accountability and clear communication: a single master list covering punch list items, documents due from the design team and the contractor, and Town and State closeout requirements, with a responsible party and a date assigned to every item; weekly or more frequent in-person meetings rather than passive email follow-up; and walking the site to confirm items are actually closed, so that the team does not linger on site after occupancy. Asked about his approach to Phase 2, Mr. Oppizzi said he is still getting up to speed and is conducting a handover with Mr. Cardoso, and identified his immediate priorities as: a successful school move-in over the next two weeks; the fire pump, including soliciting the proposal for third-party testing of the temporary pump and installation of the permanent pump; getting up to speed on the athletic fields scope; and the items relating to the Police Department for school opening, including the courtesy police detail for the first few weeks and installation of the flashing beacon. Mr. Klair emphasised that, beyond building the fields and taking down the existing building, the priority is staying ahead of zoning through the successive phases and managing an active school site with traffic and signage, matters that can receive less focus from a contractor concentrating on its building permit and TCO inspections. Mr. Oppizzi described the active-campus conditions at King School, where the construction site sits between the middle school and the high school, and his practice of holding the contractor to daily walkthroughs of the site, controlled and immediately re-locked gates, and flaggers, and reiterated that a TCO does not mean the project is complete. The Committee observed that the recent push placed the Town under considerable pressure, that the Town has been excellent throughout, and that certain applications could have been filed earlier rather than at the time they were; the Committee asked that the incoming team plan and anticipate approvals well in advance, allowing agencies more time than their stated turnaround, both to close the project out strongly and to preserve the Town relationship. Mr. Oppizzi agreed and undertook to develop and share a plan once familiar with the detail, to build consensus around next steps, and then to execute. It was noted that the TCO carries conditions requiring work over the next couple of weeks and into early September, that the conditions on the Planning & Zoning site plan approval remain to be closed out, and that a further punch list will emerge once the building is occupied. A Committee member reported having spoken with Mr. Oppizzi the previous day, expressed satisfaction with his contractual knowledge, and stated he would be a good addition to the team.
II.	Consent to Key Personnel Change	It was noted that, under the contract, changes to key personnel on the professional teams require the Committee's consent, and that the Committee acts as a body, so a motion is required to approve the staffing change as presented. The motion was amended by friendly amendment, accepted by both the mover and the seconder, to name Mr. Oppizzi as Mr. Cardoso's replacement.
	Motion:	To approve the JLL staffing plan as presented, with David Oppizzi as the replacement for Jose Cardoso.
	Moved by:	Ms. Steph Cowie
	Seconded by:	Mr. Bob Chaney
	Roll Call Vote:	Unanimously approved, 7-0-0 Absent: Caspi, Poccia Roll call: Cowie: Yes; Chaney: Yes; Turner: Yes; Fisher: Yes; Klair: Yes; Kilgallen: Yes; Rossetti: Yes
4.00	Building Committee Meeting	
I.	Next Meeting	Tuesday, August 18, 2026 – 8:00 AM – 101 Field Point Rd., Town Hall, Mazza Room.
II.	Grand Opening – Monday, August 24, 2026 (raised during meeting)	Chairman Rossetti reminded Committee members of the Grand Opening on Monday, August 24, 2026, and that members must RSVP to Mr. Supranowitz. There are two ways to arrive: being dropped off street side and walking in, or taking the shuttle from Greenwich High School, which will run loops between the high school and CMS, as all on-site spaces are taken by school staff. The shuttle begins at 10:30 a.m. and the ceremony starts at 11:00 a.m.; members were advised the schedule is tight and to arrive before 10:30 a.m. Reserved seating has been requested so that the Committee can sit together as a group.
5.00	Adjourn	A motion to adjourn was made and seconded. The meeting was adjourned at 8:46 a.m.
	Motion:	To adjourn the meeting.
	Moved by:	Mr. Harry Fisher
	Seconded by:	Mr. Peter Sampanaro
	Vote:	Unanimously approved by no objection
FINAL Prepared by: Christina Poccia, Secretary Central Middle School Building Committee		