Central Middle School Building Committee

Meeting Minutes

MEETING DETAILS	
Meeting Number	26-022
Purpose	Regular Meeting
Meeting Date	9/15/26
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	Absent
Christina Poccia	Secretary, DRC Member	Present – Virtual
Tony Turner		Present – Virtual
Harry Fisher	BET Rep	Present – In person
Bob Chaney	BOE Rep, DRC Member	Present – Virtual
Joshua Caspi		Absent
Todd Klair		Absent
Stephanie Cowie		Present – Virtual

Name	Ex-Officio Members	Attendance
Peter Sampanaro	RTM Rep	Present – Virtual
Dennis Yeskey	P&Z	Present – Virtual
Ben Branyan	GPS	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		Present – Virtual

Name	Town of Greenwich Officials	
Mark Dawson	Fire Marshal	Present – Virtual
John Vallerie	Building Department Official	Absent
Jackie Budkins	Town Clerk	Absent
James Michel	Commissioner of Public Works	Present – Virtual
Joe Laucella	Emergency Management Director (GEMS)	Absent

Name	Company	Title	Attendance
Peter Rader	JLL	Vice President/Associate Director	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 Bucci	JLL	Managing Director	Absent
Stephen Gross	JLL	Vice President	Absent
Kemp Morhardt	SLAM	Principal	Absent
Stephen Martocchio	SLAM	Associate Principal	Present – Virtual
Bill Leo	Turner Construction	Project Engineer	Present – Virtual
Peter Alfano	Turner Construction	Superintendent	Present – Virtual
Chris Chila	Turner Construction	Title TBD	Present – Virtual

Agenda Item	Topic	Description
1.00	Call to Order	Chairman Joe Rossetti called the regular meeting of the Central Middle School Building Committee to order at approximately 8:04 a.m. and led the Pledge
2.00	Housekeeping / Adjustments	
I.	Agenda Correction	The first set of minutes listed for approval under Item 3 appears on the agenda as 08/20 and should read 08/18. The correction was noted.
II.	Freedom of Information Action – Withdrawn	Chairman Rossetti advised the Committee that the Freedom of Information action brought by Mr. Turner has been withdrawn. He stated that, although
3.00	Approval of Minutes | (2026 – 08/18, 09/01, 09/08)	Three sets of minutes were before the Committee: August 18, September 1, and September 8, 2026. Chairman Rossetti confirmed he had reviewed each
	Motion:	To approve the minutes of the August 18, 2026, September 1, 2026, and September 8, 2026 CMSBC Meetings, as amended to drop Dan Watson from the September 1, 2026 attendance and to correct the reference from "Charter" to "Turner."
	Moved by:	Mr. Peter Sampanaro
	Seconded by:	Mr. Harry Fisher
	Vote:	Unanimously approved by no objection, 6-0-0 | Absent: Caspi, Klair, Kilgallen
4.00	Neighborhood Correspondence	
I.	Parent Inquiry – Abatement Processes	A request comprising a series of questions was received from a parent regarding the abatement processes relative to the demolition, and whether the
II.	Student Tile Retrieval Request	A former school member contacted one of the Committee's members, and separately Turner and Chairman Rossetti, regarding the student tiles
5.00	Financial Working Group (FWG) – Next Meeting 10/01	JLL reported the Financial Working Group met the previous Thursday on its normal three-week cadence. Some new members joined as other members
6.00	Owner Architect Contractor (OAC) – Report	The last OAC meeting was held the previous week, on the Tuesday rather than the Monday owing to the holiday. OAC meetings are held every other
7.00	Building Department & Fire Department Update	
I.	Permit, Occupancy & Inspection – Authority Having Jurisdiction	See sub-items A and B.
A.	TCO Exclusions – Turner to Provide Updates on Status and	CONSUMER SCIENCE / COOKING LAB AND LIFE SKILLS: Turner performed a pre-test of all the hood systems in the cooking lab and the life skills room the
B.	Full Building Demolition Permit Status (Eversource, Aquarion, &	This item remained on the agenda for confirmation only. Turner confirmed the email copy of the permit has been received from the Building Department,
II.	Permanent Pump House and Fire Suppression Switchover	The switchover is now targeted for November 23 to 27, 2026. Turner reported the concrete subcontractor is on site working on the foundations, and that
8.00	Construction & Schedule Update (Turner Construction)	
I.	Site Safety, Schedule Risks, & Two-Week Look Ahead	Turner reported no safety incidents over the last couple of weeks.
A.	Phase 1 Substantial Completion – 08/21/26	Substantial completion was received on August 21, 2026, noted again for the record.
i.	Indian Rock & Stanwich Rd Sewer Work – Road Work Extension	TEST PIT RESULTS: Of the eight test pits approved at the September 8, 2026 Special Meeting, five were completed. Rock was encountered at varying
ii.	Other Phase 1 Completion Items / Issues / Commissioning /	PUNCH LIST AND COMMISSIONING: Turner reported approximately 65 open punch list items, which its team is working to close over the next two weeks.
B.	Phase 2 (Demolition, Athletic Fields, Landscape, and Hardscape)	The north-south portion of the existing building will be substantially demolished by the end of this week. The demolition contractor is completing
II.	Building Utilities	See sub-items A–C.
A.	Mechanical, Electrical, Plumbing & Fire Protection Systems –	Commissioning is ongoing as reported under Item 8.I.A.ii. JLL reported the MEP and fire protection trainings have been scheduled over the previous
B.	Security Systems – Status	JLL has been coordinating with the school and with Turner on the security solutions. A claim was raised that the security vendor had not received
C.	Public Address & AV Systems – Status	The AV system training is complete and an initial PA system training was completed. The school requested that the vendor return to site to address
9.00	Design Items	
I.	Punchlist – Status	Reported under Item 8.I.A.ii. A further report is expected at the next meeting, by which point it is hoped the items will be substantially complete.
II.	Mortar Repointing	The remediation was rejected at the last review. Turner is contacting the masonry subcontractor to schedule the meeting with SLAM discussed at the last
III.	Day 2 Work Considerations – Deadline for Request 09/30	JLL is collecting requests from Principal Healy and his staff, who is vetting them internally before they are added to the log; JLL is managing the log. The
IV.	Landscape Planter Height	The height of the planters was questioned by school staff. Potential solutions discussed include bringing in mulch to raise the grade, creating a hard area,
10.00	Invoices – Discussion & Possible Vote	
I.	Atlantic Computing Technology Corporation – Invoice #8772 –	One of the project's technology vendors, providing patch panels. The purchase order value for this vendor is $265,638.16, with $215,949.37 paid to date
	Motion:	To approve Atlantic Computing Technology Corporation Invoice #8772 dated 06/30/2026 in the amount of $2,464.25.
	Moved by:	Mr. Harry Fisher

	Seconded by:	Mr. Peter Sampanaro
	Vote:	Unanimously approved by no objection, 6-0-0 | Absent: Caspi, Klair, Kilgallen
II.	Colliers Project Leaders USA NE, LLC – Invoice #0001211534 –	The project's commissioning agent; reviewed and approved by JLL. The balance remaining with this vendor is $36,137.83.
	Motion:	To approve Colliers Project Leaders USA NE, LLC Invoice #0001211534 dated 08/31/2026 in the amount of $19,087.00.
	Moved by:	Mr. Harry Fisher
	Seconded by:	Mr. Peter Sampanaro
	Vote:	Unanimously approved by no objection, 6-0-0 | Absent: Caspi, Klair, Kilgallen
III-IV.	Jones Lang LaSalle Americas, Inc. – Invoices #USPDS193859 and	Both dated 09/09/2026, in the amounts of $6,062.00 and $46,764.00 respectively. These are the values approved in the last amendment. It was noted
	Motion:	To approve JLL Invoice #USPDS193859 dated 09/09/2026 in the amount of $6,062.00 and JLL Invoice #USPDS193864 dated 09/09/2026 in the amount of
	Moved by:	Mr. Harry Fisher
	Seconded by:	Mr. Peter Sampanaro
	Vote:	Unanimously approved by no objection, 6-0-0 | Absent: Caspi, Klair, Kilgallen
V.	Robert H. Lord Company, Inc. – Invoice #36376-B – 08.07.26	This invoice amends an invoice previously approved by the Committee, in which a figure had been transposed, the previously approved amount having
	Motion:	To rescind the Committee's previous approval of Robert H. Lord Company, Inc. Invoice #36376-B and to approve that invoice, dated 08/07/2026, in the
	Moved by:	Mr. Harry Fisher
	Seconded by:	Mr. Peter Sampanaro
	Vote:	Unanimously approved by no objection, 6-0-0 | Absent: Caspi, Klair, Kilgallen
VI.	Shipman & Goodwin LLP – Invoice #689871 – 08.27.26	The Committee's attorney. Chairman Rossetti reported the invoice consists mostly of emails and correspondence between him, the officers, and counsel,
	Motion:	To approve Shipman & Goodwin LLP Invoice #689871 dated 08/27/2026 in the amount of $2,519.00.
	Moved by:	Mr. Harry Fisher
	Seconded by:	Mr. Peter Sampanaro
	Vote:	Unanimously approved by no objection, 6-0-0 | Absent: Caspi, Klair, Kilgallen
VII-VIII.	The S/L/A/M Collaborative, Inc. – Invoices #1036852 and	Both dated 09/01/2026, in the amounts of $36,572.10 and $217,922.50 respectively, reflecting the additional services recently approved by the
	Motion:	To approve The S/L/A/M Collaborative, Inc. Invoice #1036852 dated 09/01/2026 in the amount of $36,572.10 and Invoice #1036927 dated 09/01/2026 in
	Moved by:	Mr. Harry Fisher
	Seconded by:	Mr. Peter Sampanaro
	Vote:	Unanimously approved by no objection, 6-0-0 | Absent: Caspi, Klair, Kilgallen
IX-XIII.	William B. Meyer, Inc. – Invoices #120-078331, #120-078332,	Five invoices from the project's move vendor: #120-078331 dated 07/31/2026 in the amount of $1,795.68; #120-078332 dated 07/31/2026 in the
	Motion:	To approve the five William B. Meyer, Inc. invoices as listed, totalling $87,023.88.
	Moved by:	Mr. Harry Fisher
	Seconded by:	Mr. Peter Sampanaro
	Vote:	Unanimously approved by no objection, 6-0-0 | Absent: Caspi, Klair, Kilgallen
11.00	Professional Team Update	
I.	Approval Letter (AL) – Discussion & Possible Vote	See sub-item A.
A.	AL-054-R0 – 09.09.26 – Retainage Reduction, Multiple	NO ACTION TAKEN. A retainage reduction request was received from Turner covering a number of subcontractors. The Committee will take the request
II.	Change Orders (COR) – Discussion & Possible Vote	See sub-items A–D.
A.	Hertz Furniture Systems, LLC – Change Order #1 – 08.19.26 –	Required to install magnetic flag holders in each classroom, the specified whiteboard having been unable to accommodate the flags on the map rail. The
	Motion:	To approve Hertz Furniture Systems, LLC Change Order #1 dated 08/19/2026 for magnetic flag holders in the lump sum amount of $942.00.
	Moved by:	Mr. Harry Fisher
	Seconded by:	Mr. Peter Sampanaro
	Vote:	Unanimously approved by no objection, 6-0-0 | Absent: Caspi, Klair, Kilgallen
B.	RnB Enterprises, Inc. – Change Order #5 – 08.18.26 – Additional	Covers six displays missing from teaching and administrative spaces throughout the building. JLL reported the displays were not shown on the technology
	Motion:	To approve RnB Enterprises, Inc. Change Order #5 dated 08/18/2026 for additional displays and mounting, quantity six, in the lump sum amount of
	Moved by:	Mr. Harry Fisher
	Seconded by:	Mr. Peter Sampanaro
	Vote:	Unanimously approved by no objection, 6-0-0 | Absent: Caspi, Klair, Kilgallen
C.	Robert H. Lord Company, Inc. – Change Order #3 – 08.17.26 –	A table extension to accommodate the CNC machine within the wood shop, the wood shop's existing larger CNC machine having been unable to fit on the
	Motion:	To approve Robert H. Lord Company, Inc. Change Order #3 dated 08/17/2026 for the CNC table extension in the lump sum amount of $1,966.08.
	Moved by:	Mr. Harry Fisher
	Seconded by:	Mr. Peter Sampanaro
	Vote:	Unanimously approved by no objection, 5-0-0 | Absent: Caspi, Klair, Kilgallen; Turner departed
D.	Thompson Lock & Supply Corp. – Sales Order #252696 – 09.11.26	The original door hardware submittal, including the cores, was reviewed and approved by the design team and the Town's head of security. After the
	Motion:	To approve Thompson Lock & Supply Corp. Sales Order #252696 dated 09/11/2026 for classroom security locksets and core rekeying in the lump sum
	Moved by:	Mr. Harry Fisher
	Seconded by:	Mr. Peter Sampanaro
	Vote:	Unanimously approved by no objection, 5-0-0 | Absent: Caspi, Klair, Kilgallen; Turner departed
III.	State School Construction Grant – Reimbursement Request #4 –	No update this period. The amended submission was filed August 21, 2026 and the State's stated processing duration runs approximately three months
IV.	FF&E Installation & Move Management – Status	Covered throughout the meeting. JLL continues to field requests from Principal Healy and his staff as they come in, and is working with Turner on closing
12.00	Committee / Working Group Reports	
I.	Regulatory Working Group (RWG)	Ms. Cowie has been participating in the Committee's meetings with DPW, which Chairman Rossetti noted has been very helpful. No further comments
II.	Communications Working Group (CWG)	Selectwoman Rabin recently issued the community update, which was well received. No further comments were raised.
III.	Design Review Committee (DRC)	The item remaining in the Committee's court is the mortar issue, which is to be resolved. See Item 9.II.
13.00	New Business	None.
14.00	Next CMSBC Meeting	Tuesday, September 29, 2026 – 8:00 AM – 101 Field Point Rd., Town Hall, Mazza Room (Hybrid). The next OAC meeting is Monday, September 21, 2026 at
15.00	Adjourn	A motion to adjourn was made by Mr. Harry Fisher and seconded by Ms. Steph Cowie. The meeting was adjourned at 9:23 a.m.
	Motion:	To adjourn the meeting.
	Moved by:	Mr. Harry Fisher
	Seconded by:	Ms. Steph Cowie
	Vote:	Unanimously approved by no objection, 5-0-0 | Absent: Caspi, Klair, Kilgallen; Turner departed | Count not stated on the recording

FINAL **Prepared by:**
Christina Poccia, Secretary
Central Middle School Building Committee