



Meeting Minutes – Design Review Committee #11

Project: Central Middle School
Greenwich, CT

Issue Date: September 8, 2023

Meeting Date: September 6, 2023

Project No.: 22367.00

Meeting Time: 4:00 pm

Present: Design Team: Jim Hoagland, Kemp Morhardt, Henry Withers
Owner's Project Manager: Jim Giuliano
Construction Manager: Tim Klepps
Building Committee: Steph Cowie, Clare Kilgallen, Christina Poccia, Joe Rossetti, Dan Watson, Dennis Yeskey, Nisha Arora, Mike Kiselak, Mike Spilo, Myra Klockenbrick
School Administration/BOE: Tom Healy
Public:

Distribution: Building Committee Project Google Drive
GPS and CMS Administration

1. Jim reviewed the schedule outlook for regulatory, Design, Documents and Review, which are directly from the recent Turner schedule
2. Jim reviewed the OSCGR DD checklists and SLAM in-house DD checklist which are the goals the team is working toward completing
3. MI process: Several conversations this week and last, meetings with staff
 - a. Clare: Let voting members know when the design team and staff coordination meetings are happening so they can participate should be interested?
 - b. Kemp expressed concern over an open invitation to voting members and achieving a quorum. Include Joe and Clare? Dennis and Steph are not contributing toward a quorum
 - c. Kemp; include all voting members on the meeting invites
 - d. Clare to run the request by Tony for advisement.
4. Review of the MI approval schedule:
 - a. If someone appeals, could extend
 - b. Need to see how the MI process aligns with the RTM
5. Program confirmations:
 - a. Jim reviewed the SLAM team's process for reconciling the space program spaces and area with the building floor plans to assure an appropriate alignment
 - b. Mike S: requested the excel spreadsheets for the program
 - i. The ed spec has additional spaces not represented on the plans. unable to locate a 3rd counselor office on the schematic plans

Design Update:

6. Reviewed the design guiding principles to remind the group of the goals set out in January
7. High level take-aways from the 8/31 on-site meeting with town staff

- i. Tree Warden has expressed interest in talking directly with the BC RE: the removal of the rock outcropping
 - ii. Clare: Analysis from the tree warden RE the type and quality of the trees on the outcropping? Not to our knowledge
Discussion:
 - iii. Generally was agreeable to the design as proposed
 - iv. Should the BC invite the tree warden to the next meeting to discuss?
 - v. Big decision tied to various savings in the VM report
 - vi. DPW noted that they would not allow any raised speed tables.
 - vii. Discussed suggesting the signalization of the crosswalks if stop signs were not warranted
 - viii. General impression was that the meeting was very productive and the Town staff was able to provide some useful insight
- b. Stop signs:
 - i. DPW will not support stop signs that are not warranted
 - ii. The quantity of trees necessary to provide sight-lines for no stop signs
 - iii. Currently, removal of additional trees is not accounted for
 - iv. Dennis: Given the issues, will need a more fully developed landscape plan on the site. Normally that wouldn't happen for Preliminary SP
 - v. Dennis: Have speed cameras in the plan as discussed in the pre-app?
 - 1. What is the legal avenue in town for approving the speed cameras? Dennis noted that the PZC chair tasked Pat LaRow with finding that out
 - 2. Design team will need to receive timely feedback from the Town on this issue to determine how to proceed with design and documentation
 - vi. DPW is going to make a recommendation, but PZC will be the deciding body to include stop signs or not.
 - vii. Dan W: is the bus loop available after hours? on weekends? Kemp noted that the loop has vehicle control gates, so can be managed.
 - 1. Mike S: could provide a connection between the main parking lot and the small teacher lot via a gated connection
- c. Drainage:
 - i. Juan Paredes was on-site on 8/31 and are in-sync with the proposed design
- d. Sewer:
 - i. Dennis: Will be asked to CCTV lines?
 - ii. Clare: if having problems accessing town staff, please let the BC know
- e. Conservation:
 - i. New deputy director, who comes into play on landscaping issues (Beth Evans)
 - ii. Clare forwarded contact info to the team
- f. Landscaping plan:
 - i. Need to go to Pat LaRow regarding landscaping. The tree warden is not landscaping:
 - 1. Our pre-app discussed a strict implementation of the regs
 - 2. Patrick was invited to the 8/31 meeting, but wasn't available
- g. MI: Dennis: PZC does not approve MI without well thought out preliminary site plan. Don't need the full solution figured out, but need to demonstrate that have had conversations and are far enough into the process to demonstrate the overall nature of the project.

8. Site Plan:
 - a. Clare: document a chart of what was proposed versus what DPW agreed to
 - b. Mike: Asked for areas of impervious? Please point it out in the SD documents.
 - c. Mike S; concerned about on-site storage and filling up over time
 - d. Henry: Standard is net zero runoff
9. Building Plan:
 - a. Jim reviewed where the DRC left off at the end of SD: first (main) and second floors
 - i. Joe: Plan for the courtyard:
 1. Jim H: Hardscape primarily. Undesirable to have plantings that require too much maintenance due to the difficulty of getting equipment into the courtyard
 - ii. Joe: Please explain the secondary entry and how it works:
 1. Jim H: primarily for after hours public entry to compartmentalize the building for isolated use
 - iii. Dan W: Custodial closets
 1. Through DD will develop
 - iv. Joe: two floor captains?
 1. Jim H: yes, two VP's
 - b. Jim reviewed the current floor plans and reviewed some of the adjustments
 - i. First Floor;
 1. Grouped the life skills and OT/PT as two special ed spaces
 - a. Life skills now has natural light from the CY
 - b. OT?PT has proximity to the gymnasium, which is preferred
 2. Moved FCS to be proximate with the Innov and Wood shop
 - a. Since a specialty space visited once per day, lack of natural light is more tolerable
 3. Mike S: Still only see two counselor offices
 - a. Team talk office can be used as a flex office
 - b. Jim H: Will make sure we have the spaces in the Ed Spec are places in the floor plans
 - ii. Second Floor:
 1. Splitting the floor captains
 - a. Tom H: liked de-coupling the two spaces since one is more administrative and one more supportive
 - iii. Ed Spec discusses linking the back of the stage to an outdoor amphitheater:
 - a. Team looked at other ways to organize the auditorium to address
 - b. Concerns about the following with the concept of opening the stage to
 - c. Safety
 - d. HVAC concerns
 - e. Weather
 - f. Discussed the outdoor alcoves off the academic level as an opportunity for outdoor classrooms space with small "amphitheater" opportunities
 - g. Pointed out the advantages of the current organization
 - h. Consensus that opening the stage to the exterior is not desirable and the team will proceed with the current organization of the auditorium
 - c. Gymnasium and supporting spaces adjustments:
 - i. Clare: Climbing wall requirements? tom H: Just climbing ropes

10. Exterior Design:
 - a. Starting to evolve the exterior design
 - b. Shared a new rendering of the back of the school (one story portion)
11. DD meeting schedule:
 - a. Shared the various meetings through the course of DD
 - b. Intense 4-month press
 - c. Jim has been developing a more detailed work plan illustrating the design team activities inclusive of deliverables and owner decisions
 - i. Will continue to add layers of information as things unfold.
12. Meeting Minutes: Joe moved to approve the minutes for DRC 9 and DRC 10, Clare seconded.
Approved 3-0-1.

Respectfully submitted,

Jim Hoagland, AIA, LEED AP
Senior Associate