



Meeting Minutes – Design Review Committee #12

Project: Central Middle School
Greenwich, CT

Issue Date: October 6, 2023

Meeting Date: September 27, 2023

Project No.: 22367.00

Meeting Time: 4:00 pm

Present: Design Team: Jim Hoagland, Henry Withers, Cole Peterson
Owner's Project Manager: Jim Giuliano
Construction Manager: Tim Klepps
Building Committee: Steph Cowie, Clare Kilgallen, Christina Poccia, Joe Rossetti, Dan Watson, Dennis Yeskey,
School Administration/BOE:
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. Given the 10/17 P&Z meeting, and the need to a dry-run, should the 10/17 DRC be moved to after the P&Z meeting, perhaps 10/18?
4. Review of the MI approval schedule:
 - a. If someone appeals, could extend the process
 - b. The team is on track to submit all three applications on October 3rd.
5. Site Plan:
 - a. Joe - Plan include drainage issues brought up earlier? Been incorporated?
 - b. Henry - Beginning but not yet but will be addressed. DPW requirements will be met.
 - c. Clare - Planting plan - characterizing the tree wardens needs, accommodating all his needs.
 - d. Henry - P&Z has mentioned that too many trees are on the plan and they have less staff than they need.
 - e. Clare - want to be able to say we have been working with them on plantings and regulations. Budget was increased to match regulations. Need to adjust to match the regulations and show changes so far with changes from PZ staff.

- f. Henry - contingency should be enough. Warranty was requested to be higher. Lack of staff so they want higher warranty. 3 years.
 - g. Clare - budget assumes 1 year warranty.
 - h. Joe - does plan show neighbors.
 - i. Joe - someone should bring up the fact that neighbors to the north have some built elements over the property line.
 - j. Henry - town attorney should be involved.
 - k. Clare - report for the discovery of the neighbors should be created. For records. Need actual addresses.
 - l. Rock Outcropping-
 - i. JH - neighbors wrote a letter. Committee should respond.
 - ii. Clare - read the quotes "Rock is part of school identity. " "Rock thru earth" They seem to have misinformation. Have press release to address issues.
 - iii. Steph - Trees on knoll ? Size?
 - iv. Henry - 31 trees over 6" Propose cutting only part of the hill.
 - v. Clare - Liability issue keeping it. Kids and people climb it. Fall off. Take offline, risk and safety management. Town liability.
 - vi. Voted as full committee multiple times.
 - vii. Joe- Agree with Clare - Drilling and blasting will be rough , might take more than we want anyways.
6. Building Plan:
- a. Jim reviewed where the DRC left off at the end of SD: first (main) and second floors Showed new plan moves (see attached presentation)
 - b. Christina - hesitant about front corridor. Don't want it barren / void.
 - c. JH - rescue tiles from school . Lots of displays, mural options. Feature will be there.
 - d. Henry - will be nice visual into rain garden at parent drop off.
 - e. Clare - tom see it yet? Can you close off sections of the building. Entrance seems to be odd into auditorium.
 - f. Dan Watson - Security input. Types of glass etc.
 - g. Joe - interesting alternative. Sf of the rooms change or stay the same? Been studied?
 - h. JH - all rooms meet EdSpec. Workshops coming to get feedback.
 - i. Joe - will this be in the PZ submission? Clarify.
 - j. Steph - Like the OT/PT close to elevator. Very helpful on the right. How to lock down, evenings.
 - k. JH - will be reviewed and sorted soon after security review.
 - l. Steph - Elevator - one is proposed. Second elevator for larger items? Repairs if the single breaks?
 - i. JH - second one was eliminated in SD for budget concerns.
 - ii. Jim G - lot of money for two. Maybe make bigger passenger one for both service and use. Clare - One elevator. New Leb one has padding in it now. Best practice for needs to have service and passenger?
 - iii. Clare - One elevator. New Leb one has padding in it now. Best practice for needs to have service and passenger?
 - m. Clare - need to hear no material changes sf changes etc.
 - i. JH - Turner has heard of the changes. Always in communication.
 - ii. Jim Giuliano - Weekly check ins - design contingency. Allocated for tweaks, could absorb changes seen to date. Finish selections to help offset costs.
 - n. Kemp - review of the maint. Req. for the equipment. Tbd.
 - i. Joe - be efficient. Door size. If we add two, keep them next to each other. Keep services grouped.
 - o. Steph - don't want to add money to budget. On record.
 - p. JH- Staff to review next week. Developing spaces. To be presented for feedback
 - q. Joe - Gym - same as before?

7. Building Exterior

- a. Joe - show old view too / don't have.
- b. Jim G - did stone get expanded?
- c. Joe - details at columns find good materials. Main entry needs to be noted so people know where to go.
- d. Clare - came up on New Leb. How do we know what is main entry. All existing doors in schools are rusty from maintenance snow people.
- e. Joe - cantilever roof?? Its cool. Not sure fully what it is.
- f. JH - explained CLT.
- g. Clare - how do roofs drain? Ice etc.
- h. JH - will be sloped and drained.
- i. Clare - note for record , call out that the new rotation of auditorium is a cost savings. Finding efficiencies.
- j. Jim G. - looks like things changed, more glass.
- k. JH - with one move, another move was made.
- l. Clare - houses shown accurate? Plantings?
- m. JH / henry - not fully accurate right now to show architecture. Rain gardens etc.
- n. Clare - public views need to be fully reviewed and noted if not fully accurate.

8. DD meeting schedule:

- a. Shared the various meetings through the course of DD
- b. 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
- c. Clare - please provide the schedule document. Need to get right stakeholders in the right meetings. Have asked to get this presentation 24 hours in advance.
- d. Joe - Like to see MEP design. Where things are. Maybe bollards can be boulders from site.
 - i. Henry - some will be used in rain gardens etc to stop cars and access.
- e. JH - MEP will be in next DRC meeting. Future meeting list shown
- f. Clare - show workshop meetings? Should have committee members in them.

9. Questions:

- a. Joe - very good
- b. Clare - communicated to tony the framework. In case things are missing. Narrative etc. from SLAM.
 - i. Kemp - most is in the pre app docs.

Respectfully submitted,

Jim Hoagland, AIA, LEED AP
Senior Associate