

Meeting Minutes

Project: Greenwich Public Schools
 Riverside School Study
 90 Hendrie Avenue
 Riverside, CT 06878
 State Project No.

Meeting No.: (FS-05)

Meeting Date: 11/19/2024

Job No.: 24051

Meeting Time: 4:00 PM

Author: Lisa Yates, AIA, LEED AP

Location: Riverside School

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Overview:

A project kick-off meeting was held to initiate the Feasibility Study for the Greenwich Riverside Project

Attendees:

- Dr. Toni Jones, Superintendent of Schools, Greenwich Public Schools (GPS) toni_jones@greenwich.k12.ct.us
- Ben Branyan, Chief Financial & Admin. Officer, (GPS) ben_branyan@greenwich.k12.ct.us
- Sophie Koven, BOE (GPS) sophie_koven@greenwich.k12.ct.us
- Jason Martin, Principal, Riverside School (RS) jason_martin@greenwich.k12.ct.us
- Mary Dean Collette, Assistant Principal (RS)
- Dan Watson, Facilities Director (GPS) daniel_watson@greenwich.k12.ct.us
- Lucia Jansen luca.jansen.bet@greenwichct.gov
- Pam Kelly, Kindergarten Teacher (RS) pam_kelly@greenwich.k12.ct.us
- Kiesha Neitzell, 5th Grade Teacher (RS) keisha_neitzell@greenwich.k12.ct.us
- Alex Popp, 5th Grade Teacher (RS) alex_popp@greenwich.k12.ct.us
- Jessica Punchatz, Music Teacher (RS) jessica_punchatz@greenwich.k12.ct.us
- Jessica Rosa jessica_rosa@greenwich.k12.ct.us
- Jessica Wahlers jessica_wahlers@greenwich.k12.ct.us
- Lynn Sterner, Literacy Specialist (RS) lynn_sterner@greenwich.k12.ct.us
- Betsy McIntyre, PTA (GPS-PTA) betsy.s.mcintyre@gmail.com
- Virginia Lockhart, PTA (GPS-PTA) virginia.b.lockhart@gmail.com
- Carey Bisbee, PTA (GPS-PTA) carey.starno@gmail.com
- Fran DiFiore, Construction Solutions Group (CSG)
- Jim Giuliano (CSG) jimg@csgroup-llc.com
- Paul Lisi, Antinozzi Associates (AA) plisi@antinozzi.com
- Michael LoSasso, Antinozzi Associates (AA) mlosasso@antinozzi.com
- Lisa Yates, Antinozzi Associates (AA) lyates@antinozzi.com
- Patti McKeon, Antinozzi Associates (AA) pmckeon@antinozzi.com

STUDY PROCESS

Item	Origin	Description	Action by
2.1	FS-01	<p>GENERAL – GPS STUDY PROCESS</p> <p><i>11/19/2024 Minutes: No new minutes.</i></p> <p><i>10/15/2024 Minutes: The purpose of the study was reviewed again. Dr. Jones reiterated that we are early in the process. What is the committee’s role? Per Dr. Jones, the committee’s role is advisory.</i></p> <p><i>The Educational Specifications and program to be provided will be subject to detailed review and updating by the BOE, which votes on the Ed Spec. The BOE spends a lot of time</i></p>	

		<p>reviewing the Ed Spec and programming. Goes through the Board of Estimate & Taxation (BET) and the Representative Town Meeting (RTM). There will be hours of upcoming public meetings; per Joe Kelly there were 200 meetings for the middle school. Committee members are encouraged to attend BOE meetings if they would like to speak.</p> <p>The process will us an outside estimator, in addition to the Design Team’s estimating consultant.</p> <p>Per Dr. Jones, the study sometimes transforms when design progresses. For New Lebanon, the initial concept placed the building on the field. Building was placed in a different spot.</p>	
2.4	FS-02	<p>EDUCATIONAL SPECIFICATIONS – Presentation of Draft Ed Specs for Review</p> <p><i>11/19/2024 Minutes:</i></p> <p><i>Site feedback:</i> <i>Maintenance of current number of parking spaces, minimum is critical. Separate bus loop is probably not needed.</i> <i>There is only one bus, and it parks on Hendrie. Students within one mile are not offered bus service, and the majority of students are within one mile.</i> <i>The area at the southwest corner, and near the gym is tight.</i> <i>Trees desired near play areas. The former large oak tree south of the playground near the school fell onto the playground (A Hopp)</i></p> <p><i>Lucia Jansen:</i></p> <ul style="list-style-type: none"> • <i>Wants to develop a table to describe all legal mandates for the building upgrades</i> • <i>What specific features are new and required for ADA compliance</i> • <i>Wants all the estimated costs</i> • <i>What is the total impact to the local sewer system (?)</i> • <i>Description of all the mechanicals</i> • <i>Land use approvals - What kind of PNZ approvals are necessary</i> • <i>Wants all the teaching spaces listed in a one-page chart</i> <p><i>10/29/2024 Minutes:</i> <i>A lot of the same things raised in committee meetings were raised in the interviews. Everyone said that a multi-purpose room would really be helpful. The Gym and Media Center are used for too many things.</i> <i>Paras need a home-base.</i> <i>Music need movement space – orchestra and band.</i> <i>Main office is too small. Adjacency to PE.</i> <i>Cafeteria too small.</i> <i>Missing dedicated STEM OT/PT, testing, sensory, mother’s room.</i></p> <p><i>Fran: MPR and Sensory room kept coming up. Heard about sensory from regular ed teachers as well as special ed. Calming. Most schools in the district have them.</i></p> <p><i>Gym is used for so many other things that it’s impacting the PE curriculum. Orchestra is in there using up all of the gym storage space.</i></p> <p><i>Fran was surprised there weren’t more complaints about cafeteria.</i></p> <p><i>Isolate items that are legally required. Lactation room.</i> <i>Isolate items that are vital to the program. Cafeteria. Cafeteria needs acoustical treatment.</i></p>	

		<p><i>Would like to see acoustical treatment of corridor.</i></p> <p><i>Desire to fence the entire property – came from committee. A higher fence – especially near the train tracks.</i></p> <p><i>Feedback on New Lebanon. Cafeteria too open. Breakout spaces are great. Dan Watson – curved spaces aren’t good for maintenance. Centrally located MEP.</i></p>	
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WORK TO DATE

Item	Origin	Description	Action by
7.4	FS-04	<p>NEXT STEPS</p> <p>With a draft Educational Specification and associated Building Program complete for review, the Design Team can now generate “test fits” of one or more layout options for the study.</p> <p><i>11/19/2024 Minutes: No new minutes.</i></p>	
7.5	FS-05	<p>SPACE STANDARD</p> <p>For an enrollment of 442, assuming the school retains the 52,780sf constructed prior to 1959, the State considers a total area of 66,425sf eligible for reimbursement. The existing school is 57,709sf, resulting in an eligible addition size of 8,716sf.</p> <p>FY 2025 Greenwich’s reimbursement rates are 20% for general construction and 10% for new construction.</p> <p><i>11/19/2024 Minutes: No new minutes.</i></p> <p><i>10/29/2024 Minutes: With addition of 30 PK students, the maximum eligible total area goes up to 70,217, which is a 12,508sf addition.</i></p>	

SCHEDULE

Item	Origin	Description	Action by
6.1	FS-01	<p>SCHEDULE: Dr. Toni Jones set the following meeting dates on 9/17/24. Note that administrative and staff interviews did not occur until October 25, 2024; review any associated schedule impacts.</p> <p>October 1st- Kick off in person <u>at</u> Riverside 4:00-5:00 October 15- In Person <u>at</u> Riverside 4:00-5:00 October 29- In Person <u>at</u> Riverside 4:00-5:00 November 12TH November 19th - 4:00- 5:00 Virtual or In Person TBD December 3rd- If Needed December 12th - Present Educational Specification to the Board of Education, 7:00 pm</p> <p><i>11/19/2024 Minutes: Set next meeting for 12/3. In person desired (L Jansen)</i></p> <p><i>10/29/2024 Minutes: Next meeting 11/19 – will be virtual. AA will send out link.</i></p>	AA

Meeting Minutes

The above represents our interpretation of the discussions that took place at the meeting. Please notify the undersigned in writing within five (5) days of receipt with clarifications, additions and/or supplemental information, or it will be assumed that these minutes have been accepted by all attendees as a correct understanding of the meeting.

Respectfully submitted,



ANTINOZZI ASSOCIATES, P.C.

XC: FILE, INVITEES/ATTENDEES