

**Town of Darien
Tokeneke and Royle School Building Committee
Regular Meeting
Thursday, October 10, 2013**

MINUTES

Attendees: Deb Ritchie, Bruce Hill, Gwen Mogenson, Katie Stein, David Genovese and Mike Lynch (Darien Schools, Director of Facilities & Operations)

Ms. Ritchie called the meeting to order at 9:37 AM. All members were present except Ms. Mogenson and Mr. Genovese. The meeting was filmed and shown live by Channel 79.

Motion made and seconded to approve agenda for this meeting. Ms. Ritchie, Ms. Stein and Mr. Hill all voted in favor.

9:40 Ms. Mogenson joined the meeting.

9:45 Mr. Genovese joined the meeting.

Architectural firm KG&D (Kaeyer, Garment and Davidson) attended to present their conceptual plans for the Royle school expansion.

- KG&D was the architectural firm for the Pear Tree School gymnasium construction, as well as several school projects in Westchester County and Connecticut.
- They listed their strengths as an emphasis on cost control and low volume of change orders along with experience in construction phasing to allow continued use of school property during the renovation. They also noted their experience with multiple, concurrent school projects.
- KG&D noted that they use an independent cost consultant

Royle School:

- Construction is phased for continuous school occupancy.
- **Option A** = add 2 story addition on northwest corner (adjacent to existing gym) **providing 8 new classrooms, 4 on 1st floor and 4 on 2nd floor** with primary second floor connection to the main school building. Leave kitchen and cafeteria as is, but double cafeteria space by adding triangular addition between new construction and existing cafeteria wall. Relocate art and music to lower kitchen level.
- **Option B** = construct 2 story addition on northwest corner **providing 12 classrooms (4 used to relocate 1st grade classrooms)**. Addition will have separate entrance with covered walkway from parking/drop off. New entrance allows community access to gym/common room without access to main school. Demolish first grade wing and eliminate need for portables. Use gained land space for an additional sports field/playground.

- Both options include additional parking
- The planned Royle timeline is nine months of planning and one year of construction with a total project timeline of 2 to 2 ½ years.

Tokeneke School:

- KG&D did not present conceptual designs for Tokeneke but noted their process is based on “Listen. Imagine. Build.” and would be happy to discuss Tokeneke options.

Architectural firm JCJ attended to present their conceptual plans for the Tokeneke and Royle school expansion.

- JCJ was the architectural firm for the Darien Middle School expansion and has done several school construction projects in Connecticut.
- Christine O’Hare, their primary point of contact for this project worked on the Tokeneke school construction while employed by a different firm.
- JCJ highlighted Christine’s experience with BSF, Connecticut’s Bureau of School Facilities, who must review and approve very detailed construction design plans and the firm’s experience with state grant funding requirements.

Tokeneke School:

- Construct 2 story addition adjacent to existing ELP classrooms **providing 4 new classrooms**. Explore possibility of constructing a U shaped driveway from Tokeneke Road for dedicated ELP pick up/drop off. Firm noted that it will be very difficult to get state approval.
- Likely relocation of playground area to lower area around existing sports fields but must fit within wetlands restrictions.

Royle School:

- **Option 1** = construct new kitchen off existing common room. Add new service road along east side of school needed for supplying kitchen. Use old kitchen space for resource services (no full use classrooms). Architects do not recommend this approach because of the service road disruption.
- **Option 2** = flip existing gym and common room locations to eliminate need for east side service road access. Add kitchen off existing gym area. Use old kitchen space for resource services.
- **Option 3** = Demolish existing media center (library) and relocate media center to existing common room. Construct new one story classroom wing on east side of building running parallel with Mansfield Road and the current sports field. **This provides six classrooms (4 required to relocate 1st grade classrooms) and creates a center courtyard**. Build new kitchen and cafeteria on northwest side, behind current gym. Subsequently demolish existing first grade wing. Did not discuss use of current kitchen and cafeteria space.

- **Option 3 construction phasing**
 - Raze media center and relocate to Common Room
 - Construct east side wing and relocate 1st grade classrooms
 - Construct kitchen/cafeteria addition

11:15 AM – Ms. Ritchie left meeting. Mr. Hill chaired remainder of meeting.

Motion to approve minutes from October 3rd meeting moved by Ms. Stein and seconded by Ms. Mogenson. Mr. Genovese abstained since he was not present at that meeting. Unanimously approved.

Committee agreed to discuss all three architectural proposals at the next meeting on Thursday, October 17th.

Motion to adjourn proposed and unanimously approved. The meeting was adjourned at 11:25 AM.

Respectfully submitted.
Gwen Mogenson, Clerk