

# LONG LOTS ELEMENTARY SCHOOL BUILDING COMMITTEE

October 24, 2024

Westport Town Hall – Room 201/201A

## Minutes of Meeting

### Present:

Jay Keenan	LLES Building Committee Chair
Srikanth Puttagunta	LLES Building Committee
Susan Chipouras	TOW Project Manager
Liz Heyer	Board of Finance Liaison
John Broadbin	Westport Public Works
Keith Wilberg	Westport Town Engineer
Ted Gill	Westport Engineering
Jay Brotman	Svigals + Partners
Marissa Mead	Svigals + Partners

The meeting was called to order at 2:33pm.

1. Jay Keenan provided a project update, identifying the various items that have been completed to date:
  - a. Notice to Proceed
  - b. Meeting with Town Engineering Department
  - c. Initial Program Validation with School Administration
  - d. Programming Workshop with School Administration and Staff
  - e. Programming Meeting with Parks & Recreation
  - f. Revisions to Building Program Document (Ed Spec) & Development of Program Diagrams
  - g. Meet with Committee to Review Program Development & Diagrams
  - h. Program Review with School Administration
  - i. Phase I Environmental Site Assessment
  - j. Geotechnical Borings & Report
  - k. Committee Meeting with Board of Education
  - l. Committee Meeting with Board of Finance
  - m. Initial Meeting with Neighbors
  
2. Community Gardeners were invited to the meeting to ask questions and provide a wish list for the future relocated/rebuilt Community Garden.
  - a. Project Timeline – The following are tentative dates. The full project schedule is being developed.
    - i. Phase I - New building construction is expected to take 18 – 24 months
    - ii. Phase II - Demolition of existing building and completion of parking lots, fields and site work is expected to take 7 – 10 months
    - iii. An early construction phase is projected to begin late spring 2025. Bidding and balance of construction to follow.
  - b. Gardeners' Wish List for the rebuilt garden:
    - i. Sunshine
    - ii. Level property – need to be able to move wheelbarrows
    - iii. Land remediated after construction

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- iv. Reasonable accessibility from parking to garden
  - v. Replacement of organic topsoil
  - vi. Ready for organic farming
  - vii. Same soil as in existing plots – **NOT POSSIBLE**
  - viii. Water lines with hose connections (current gardens has 3 locations)
  - ix. Space for composting
  - x. Communal meeting area – pergola, bocci court, tables with shade areas
  - xi. 100 - 10' x 40' plots – workable size
  - xii. Space for wood chip and tool storage
  - xiii. Could make do with some smaller plots or subdivided plots
  - xiv. Framed, raised beds ready for planting
  - xv. Fencing (ground hog/rabbit fencing, deer fencing, underground fencing \* 1 ½ feet deep)
  - xvi. Some double high raised beds for elder gardeners
  - xvii. Pathways between plots
  - xviii. Accessibility to and with garden
  - xix. Electrical power source – to use power tools
  - xx. Separate entrance & separate parking
  - xxi. Security (**In the parking lots as part of school project**)
  - xxii. Preserve the “Preserve”
  - xxiii. Communal property storage until garden rebuilt (**Not a LLSBC issue**)
  - xxiv. Proper drainage
  - xxv. Some would sacrifice plot size to stay at Long Lots
  - xxvi. Some would prefer to move to Baron’s South
  - xxvii. Two small gardens, one at Long Lots and one at Baron’s South
  - xxviii. Rebuild the Preserve
  - xxix. Longer garden access
  - xxx. Bathroom facility – existing has porta-john
  - xxxi. Not near black walnut trees which are toxic to garden plants
3. Access to gardens prior to construction to remove plants and items to be saved. Currently the Administration has informed the Garden Steering Committee that 12/31/2024 will be the last day of access. It was requested that this date be confirmed. The estimated timeline for the relocated gardens to be rebuilt and accessible is Spring of 2028.
  4. A question was asked if the LLSBC would consider extending the time for gardeners to stay due to addressing substantive costs implied due to water issues. **NO – the LLSBC was aware of water conditions on site and has a Geotech Report detailing conditions. Water is not delaying the project.** Town Engineer, Keith Wilberg, invited people to come to the Engineering Department to understand Muddy Brook, Meadow Brook, flooding issues, etc.
  5. Approved project documents are posted on the Town website under the Long Lots Building Committee.

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6. A form was available to those present to send their contact information, address and any additional suggestions or concerns to the Building Committee.
7. Jay Keenan moved to adjourn. Sri Puttagunta seconded the motion. Motion passed 2-0. The meeting adjourned at 3:40 pm.
8. Note: All Gardeners present were reminded that the First Selectwoman had invited them for a walking tour of the Baron's South property.

These minutes are issued for the record. Any additions or corrections should be issued in writing to the undersigned.

Respectfully submitted by,  
Susan Chipouras  
TOW Project Manager