

# CHAPIN



*Dr. Patricia T. Hayot, Head of School*

March 13, 2015

Dear Neighbors,

As our school community will soon begin its spring recess, I wanted to reach out to you to inform you of some internal construction activity that will be taking place within the school during this vacation period.

Starting this weekend, Chapin's cellar level will undergo limited interior renovations that are necessary to maximize needed space in the school's basement. The majority of the work is scheduled to take place over the 18 days of the school's spring break. We expect the entire project to be completed during the week of April 6.

Although all work will be performed inside the building, our neighbors may see some activity outside the school as workers periodically transport mini containers from the basement to 84<sup>th</sup> Street for removal. We have instructed our construction managers to make their very best efforts to keep noise levels to an absolute minimum.

If you need to contact Chapin over the recess period in connection with this interior renovation project, please do not hesitate to call our community contact line at **(212) 606-3225**. Updates will also be posted on Chapin's website. We will be monitoring the contact line and will respond to any communication from neighbors as expeditiously as possible.

Finally, as you may also be aware, Chapin is seeking to commence an expansion project later this year in order to construct a regulation-size gymnasium and classrooms. We will be forming a construction coordinating committee comprised of area residents who wish to meet regularly with the school to be informed about the project and discuss neighborhood issues. Information about this committee, open to all, will be posted in neighboring buildings and shared with all who express interest.

We will continue to keep you apprised of both the upcoming renovation project and our long-range plans as they take shape in the days and weeks ahead.

Sincerely,

Patricia T. Hayot