Meeting #67

KCSD Steering Committee Meeting Minutes

MEETING DATE: 11/09/2020
MEETING TIME: 3:00 PM - 3:30 PM

MEETING LOCATION: Microsoft Teams

OVERVIEW:
Kingston City School District KHS Second Century Capital Plan – Steering Committee Meeting
Microsoft Teams Invite sent from KCSD.

NOTES:

ATTACHMENTS:

ATTENDEES:

<table>
<thead>
<tr>
<th>Name</th>
<th>Company</th>
<th>Phone Number</th>
<th>Email</th>
<th>Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mike DeLima</td>
<td>BBL Construction Services, LLC</td>
<td>Tel: (518) 452-8200 ext. 4121</td>
<td><a href="mailto:mdelima@bblinc.com">mdelima@bblinc.com</a></td>
<td>Present</td>
</tr>
<tr>
<td>Carlee Yavaniski</td>
<td>BBL Construction Services, LLC</td>
<td>Tel: (518) 452-8200 ext. 4122</td>
<td><a href="mailto:cyavaniski@bblinc.com">cyavaniski@bblinc.com</a></td>
<td>Present</td>
</tr>
<tr>
<td>Mary Beth Bonville</td>
<td>Kingston City School District</td>
<td>Tel: (845) 339-3000</td>
<td><a href="mailto:mbonville@kingstoncityschools.org">mbonville@kingstoncityschools.org</a></td>
<td>Present</td>
</tr>
<tr>
<td>Tom Clapper</td>
<td>Kingston City School District</td>
<td>Tel: (845) 339-3000</td>
<td><a href="mailto:tclapper@kingstoncityschools.org">tclapper@kingstoncityschools.org</a></td>
<td>Present</td>
</tr>
<tr>
<td>Vincent DeCicco</td>
<td>Kingston City School District</td>
<td>Tel: (845) 339-3000</td>
<td><a href="mailto:vdecicco@kingstoncityschools.org">vdecicco@kingstoncityschools.org</a></td>
<td>Present</td>
</tr>
<tr>
<td>Margarita Lekaj</td>
<td>Kingston City School District</td>
<td>Tel: (845) 339-3000</td>
<td><a href="mailto:mlekaj@kingstoncityschools.org">mlekaj@kingstoncityschools.org</a></td>
<td>Present</td>
</tr>
<tr>
<td>Allen Olsen</td>
<td>Kingston City School District</td>
<td>Tel: (845) 339-3000</td>
<td><a href="mailto:aolsen@kingstoncityschools.org">aolsen@kingstoncityschools.org</a></td>
<td>Present</td>
</tr>
<tr>
<td>Dr. Paul Padalino</td>
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<td>Tel: (845) 339-3000</td>
<td><a href="mailto:ppadalino@kingstoncityschools.org">ppadalino@kingstoncityschools.org</a></td>
<td>Present</td>
</tr>
<tr>
<td>Kristin Shufeldt</td>
<td>Kingston City School District</td>
<td>Tel: (845) 339-3000</td>
<td><a href="mailto:kshufeldt@kingstoncityschools.org">kshufeldt@kingstoncityschools.org</a></td>
<td>Absent</td>
</tr>
<tr>
<td>Gary Tomczyk, Jr.</td>
<td>Kingston City School District</td>
<td>Tel: (845) 339-3000</td>
<td><a href="mailto:gtomczykjr@kingstoncityschools.org">gtomczykjr@kingstoncityschools.org</a></td>
<td>Absent</td>
</tr>
<tr>
<td>Beth Woodward</td>
<td>Kingston City School District</td>
<td>Tel: (845) 339-3000</td>
<td><a href="mailto:bwoodard@kingstoncityschools.org">bwoodard@kingstoncityschools.org</a></td>
<td>Present</td>
</tr>
<tr>
<td>Nora Scherer</td>
<td>Kingston School Board of Education</td>
<td>Tel:</td>
<td><a href="mailto:nscherer@kingstoncityschools.org">nscherer@kingstoncityschools.org</a></td>
<td>Present</td>
</tr>
<tr>
<td>James Shaughnessy</td>
<td>Kingston School Board of Education</td>
<td>Tel:</td>
<td><a href="mailto:jshaughnessy@kingstoncityschools.org">jshaughnessy@kingstoncityschools.org</a></td>
<td>Present</td>
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</tbody>
</table>

These meeting minutes are believed to be an accurate reflection of those items discussed and the conclusions that were reached during the referenced meeting.
Please contact BBL Construction Services if there are any discrepancies or questions with the content of these minutes.
### Field House 2nd Phase

<table>
<thead>
<tr>
<th>No</th>
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<th>Old/New?</th>
</tr>
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<tbody>
<tr>
<td>1.1</td>
<td>Epoxy Replacement</td>
<td>Carlee Yavaniski (BBL Construction Services, LLC), Alex Soto (KSQ Design)</td>
<td></td>
<td></td>
<td>Open</td>
<td>Old</td>
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**Official Documented Meeting Minutes:**
- Project is complete.
- BBL is waiting on closeout items from Millburn

**Previous Meeting Minutes:**
10/14/2020:
- Project is complete.
- BBL working on closeout items with Millburn

| 1.2 | Optimus Updates | Allen Olsen (Kingston City School District) | | | Open | Old |

**Official Documented Meeting Minutes:**
- BBL is finalizing the project cost worksheet to review with Allen Olsen.
- A new proposal for repainting the handrails was received and is being processed by KCSD. This work is expected to be complete this week. KCSD is signing a PO today.
- A new proposal for resetting the capstones will be submitted this week.
- Final deduct change order to then be sent to John Osborne for review and forwarding to Optimus’ council.
- Beth Woodard to finalize SED requirements as of this month.

**Previous Meeting Minutes:**
10/14/2020:
- BBL is finalizing the project cost worksheet to review with Allen Olsen.

### Change Management Updates

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<tr>
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<tr>
<td>2.1</td>
<td>Change Management - Main Phase 2</td>
<td>Mike DeLima (BBL Construction Services, LLC), Alex Soto (KSQ Design)</td>
<td></td>
<td></td>
<td>Open</td>
<td>Old</td>
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**Official Documented Meeting Minutes:**
- Various change event items being addressed as the job progresses.
- KSQ noted that change events are being issued to SED.

**Previous Meeting Minutes:**
10/14/2020:
- BBL is finalizing the project cost worksheet to review with Allen Olsen.
• Various change event items being addressed as the job progresses.

### KHS Tracking Items

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<tr>
<td>3.1</td>
<td>BOE Meeting Presentations</td>
<td>Carlee Yavanski (BBL Construction Services, LLC)</td>
<td></td>
<td></td>
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<td>Old</td>
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**Official Documented Meeting Minutes:**
- BBL will send in a presentation for the BOE to review at the 11/18/20 meeting.
- KCSD noted that this meeting will be virtual.

**Previous Meeting Minutes:**
10/14/2020:
- BBL will send in a presentation for the BOE to review at the 10/21/20 meeting.
- KCSD noted that this meeting will be virtual.

| 3.2 | Project Budget Update - Main Phase 2 | Mike DeLima (BBL Construction Services, LLC) |          |          | Open   | Old      |

**Official Documented Meeting Minutes:**
- No updates or changes at this time - ongoing.

**Previous Meeting Minutes:**
10/14/2020:
- No updates or changes at this time - ongoing.

| 3.3 | Owner’s Representative               | Tom Clapper (Kingston City School District) |          |          | Open   | Old      |

**Official Documented Meeting Minutes:**
- KCSD continues moving furniture throughout KHS
- First day of school today went smoothly.
- Tom Clapper noted that there is a leak in the pool, a pool company is coming to inspect on 11/10/20.
- Tom Clapper reached out to Johnson Controls for new cables for the pool cover.

**Previous Meeting Minutes:**
10/14/2020:
- KCSD fixed the floor in the Orchestra room and waxed. Instruments will be moved into this space next week. The door is being modified to accept larger instruments.
- Tom Clapper is meeting with a company regarding the oil tank removal this week.
- KCSD is working on finding additional storage space to clean out the auditorium and gym for student occupancy.

| 3.8 | Site Access and Concerns             | Carlee Yavanski (BBL Construction Services, LLC) |          |          | Open   | Old      |

**Official Documented Meeting Minutes:**
- There are no site access concerns at this time.

**Previous Meeting Minutes:**
10/14/2020:

These meeting minutes are believed to be an accurate reflection of those items discussed and the conclusions that were reached during the referenced meeting. Please contact BBL Construction Services if there are any discrepancies or questions with the content of these minutes.
• Coordination ongoing for noisy work around school hours

3.11 Field House Dectron Unit

Official Documented Meeting Minutes:
• Closeout process is ongoing, binders received from Danforth.

Previous Meeting Minutes:
10/14/2020:
• Dectron project is complete. Closeout process is ongoing.

KHS Phase 2 Updates

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<tr>
<td>4.1</td>
<td>Phase 2 - Main Building Renovation/Tobin Whiston Demolition Project</td>
<td>Carlee Yavaniski (BBL Construction Services, LLC)</td>
<td>Open</td>
<td>Old</td>
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Official Documented Meeting Minutes:
• Bathroom tile and epoxy complete in the 2nd and 1st floor bathrooms
• Bathroom partition install next week, fixtures to follow
• Plaster scraping and patching continues
• Wood restoration ongoing
• Bridge glazing replacement ongoing
• Site work for the Tobin Whiston parking lot ongoing
• Paving complete at the front loop
• Site lighting ongoing at the main entrance, site lighting is on a photocell timer.

Previous Meeting Minutes:
10/14/2020:
• MEP rough-in ongoing on the 1st/2nd floor West and Music Wing
• Framing ongoing on the 1st/2nd floor West
• Plaster scraping and patching continues
• Masonry install continues exterior music wing
• Terrazzo replacements complete
• Bridge glazing replacement ongoing
• Tobin Whiston backfill wrapping up, new parking lot site work beginning next week
• Handrail installation end of this week
• Sidewalk installation late this week

4.2 Items from the 9/21/20 Building Walkthrough

Official Documented Meeting Minutes:
• Ice build-up on roof
  ◦ KSQ noted that a product has been found that would be installed at the roof eve and gutters to reduce ice build up at the roof. KSQ is putting together details with Sage and will be sending to BBL the week of 11/16/20.
• Dark Room
  ◦ KSQ is putting together details with Sage to add a red bulb into the dark room and will be sending to BBL the week of 11/16/20.

Previous Meeting Minutes:
10/14/2020:
• These meeting minutes are believed to be an accurate reflection of those items discussed and the conclusions that were reached during the referenced meeting.

Please contact BBL Construction Services if there are any discrepancies or questions with the content of these minutes.
• Ice build-up on roof
  - It was noted at the Facilities walkthrough that the ice build up on the roof could become dangerous now that the exterior canopies have been removed. KSQ is currently reviewing putting heated snow guards up there to melt any ice. KSQ is reviewing this item with Sage and will be providing an update prior to the next meeting.

• Dark Room
  - It was requested that a light be added into the darkroom so once you enter it is not dark while the lights are heating up. KSQ is looking into adding a secondary light. KSQ is reviewing this item with Sage and will be providing an update prior to the next meeting.
  - Dr. Padalino noted that the sink and cabinet will not be changed at this time.

### Additional Comments

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**Official Documented Meeting Minutes:**

- Nora Scherer (KCSD) requested an update on the water infiltration in the Orchestra and Adaptive PE rooms:
  - It was noted that the water infiltration has been mitigated by the new paving in the courtyards. BBL/KSQ will continue to monitor these areas for any changes.
- It was noted that there are 36 new parking spaces being added at the Tobin Whiston parking lot with 10 existing spaces across from the Nurses office.

**Previous Meeting Minutes:**
**10/14/2020:**
- No additional comments were noted today.

### Upcoming Meetings

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**Attachments:**

- Steering Committee Meeting Schedule 2020-2021.pdf

**Official Documented Meeting Minutes:**

- The next Steering Committee meeting will be held on Wednesday, December 9th, 2020 at 2:30pm.
- It will be discussed one week prior whether this meeting should be in person or on teams.

**Previous Meeting Minutes:**
**10/14/2020:**
- The next Steering Committee meeting will be held on Monday, November 9th, 2020 at 3pm via Microsoft Teams. Margarita Lekaj will be sending out the calendar reminder.

These meeting minutes are believed to be an accurate reflection of those items discussed and the conclusions that were reached during the referenced meeting. Please contact BBL Construction Services if there are any discrepancies or questions with the content of these minutes.