KCSD Steering Committee Meeting Minutes

MEETING DATE: 02/10/2021
MEETING TIME: 2:30 PM - 3:00 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>Absent</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>
<td>Kingston City School District</td>
<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:glomczyjkjr@kingstoncityschools.org">glomczyjkjr@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>
</tr>
</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>
<th>Title</th>
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<th>Old/New?</th>
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<tbody>
<tr>
<td>1.1</td>
<td>Optimus Updates</td>
<td>Allen Olsen <em>(Kingston City School District)</em></td>
<td></td>
<td></td>
<td>Open</td>
<td>Old</td>
</tr>
</tbody>
</table>

**Official Documented Meeting Minutes:**
- Documents are being finalized with KCSD and legal council.

**Previous Meeting Minutes:**
01/13/2021:
- BBL drafted up the deduct Optimus change order and this is being finalized with KCSD and legal council.

## Change Management Updates

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<tr>
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<tbody>
<tr>
<td>2.1</td>
<td>Change Management - Main Phase 2</td>
<td>Alex Soto <em>(KSQ Design)</em>, Mike DeLima <em>(BBL Construction Services, LLC)</em></td>
<td></td>
<td></td>
<td>Open</td>
<td>Old</td>
</tr>
</tbody>
</table>

**Official Documented Meeting Minutes:**
- Various change event items being addressed as the job progresses.
- KSQ is working on finalizing executed change events that need to go to SED.

**Previous Meeting Minutes:**
01/13/2021:
- Various change event items being addressed as the job progresses.
- KSQ continues to submit executed change events to SED.

## KHS Tracking Items

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<tr>
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<tr>
<td>3.1</td>
<td>BOE Meeting Presentations</td>
<td>Carlee Yavaniski <em>(BBL Construction Services, LLC)</em></td>
<td></td>
<td></td>
<td>Open</td>
<td>Old</td>
</tr>
</tbody>
</table>

**Official Documented Meeting Minutes:**
- BBL will send in a presentation for the BOE to review at the 2/17/21 meeting.

**Previous Meeting Minutes:**
01/13/2021:
- BBL will send in a presentation for the BOE to review at the 1/20/21 meeting.

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.
### 3.2 Project Budget Update - Main Phase 2

**Mike DeLima (BBL Construction Services, LLC)**

**Official Documented Meeting Minutes:**
- Tracking changes at this time against allowance dollars - ongoing
- Tracking changes against construction contingency - ongoing
- Various changes being reviewed with KSQ and Tom Clapper

**Previous Meeting Minutes:**
01/13/2021:
- Tracking changes at this time against allowance dollars - ongoing
- Tracking changes against construction contingency - ongoing
- Various changes being reviewed with KSQ and Tom Clapper

### 3.3 Owner’s Representative

**Tom Clapper (Kingston City School District)**

**Official Documented Meeting Minutes:**
- KCSD is working with the team at KHS getting the Main Phase 2 project completed.
- Oil tank removal is complete and area is being used for mechanical storage.
- See section 3.8 for pool leak update

**Previous Meeting Minutes:**
01/13/2021:
- KCSD continues to work on the Field House pool leaks and is aiming to put this work out to bid to resolve issues. BBL/KSQ are working with KCSD and finding a pool specialist.

### 3.4 Site Access and Concerns

**Carlee Yavaniski (BBL Construction Services, LLC)**

**Official Documented Meeting Minutes:**
- There are no site access concerns at this time.
- Weekly admin meetings are held with Vince DeCicco and Tina Montano.

**Previous Meeting Minutes:**
01/13/2021:
- There are no site access concerns at this time.
- The Hospital is occupying the Field House for vaccinations

### 3.5 BOE Plaque

**Armand Quadrini (KSQ Design)**

**Official Documented Meeting Minutes:**
- At the 1/13/21 meeting it was brought up that KSQ will be providing ideas for a BOE member plaque to be placed in Salzmann.
- KSQ will be providing a design update at the 3/10/21 meeting.

### 3.6 KHS Pool Leaks

**Armand Quadrini (KSQ Design)**

**Official Documented Meeting Minutes:**
- KSQ is working with a specialized consultant for pool leaks in the field house, 3 consultants provided pricing to KSQ.
- KSQ is recommending using Weston & Sampson (as their consultant) was recommended as they took the time to visit the site and provide a detailed proposal.
- KSQ noted it would take approx 3 weeks for analysis then a plan and budget can be developed.
### KHS Phase 2 Updates

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</thead>
<tbody>
<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></td>
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#### Official Documented Meeting Minutes:
**Project Updates:**
- Wood restoration continues
- MEP installations continue
- Casework installation complete
- VCT flooring installation continues
- Ceiling installation ongoing
- Music Wing acoustical panel installation ongoing

Jim Shaughnessey confirmed the following items have been completed since the 1/13/21 meeting:
- Patching/painting complete
- Locker installation complete

#### Previous Meeting Minutes:
**01/13/2021:**
- Plaster scraping and patching nearing completion
- Painting continues
- Wood restoration continues
- MEP installations continue
- Casework installation ongoing
- VCT flooring installation ongoing
- Locker installation nearing completion
- Ceiling installation ongoing

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<thead>
<tr>
<th>4.2</th>
<th>Items from the 9/21/20 Building Walkthrough</th>
<th>Carlee Yavaniski (BBL Construction Services, LLC)</th>
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<th>Old</th>
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#### Official Documented Meeting Minutes:
- Ice build-up on roof
  - ASI received and is out for pricing for the ice melt system
- Dark Room
  - Pricing received and is under review for added lighting

#### Previous Meeting Minutes:
**01/13/2021:**
- Ice build-up on roof
  - KSQ noted that the design is complete and they are waiting on the Manufacturer on control info. This system will be installed at 5 locations over exterior doors
- Dark Room
  - ASI received from KSQ for adding a light fixture and is out for pricing.
  - Solution is adding 1 light that will be on when you walk inside the dark room.
  - KSQ reviewed adding a monitoring system in this area and noted that this is something KCSD can add at a later date as there is WIFI in this room.

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<thead>
<tr>
<th>4.3</th>
<th>Tobin Whiston - SHPO</th>
<th>Armand Quadrini (KSQ Design)</th>
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Official Documented Meeting Minutes:

- KSQ noted that a concept plan has been developed and sent to BBL for budgeting.
- Design includes a historical plaque and bench incorporating letters from Tobin Whiston building.

Additional Comments

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<tr>
<td>5.1</td>
<td>Additional Attendee Comments</td>
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Official Documented Meeting Minutes:

- Shrubbery at the KHS Main front entrance was discussed and no decision has been made for the letters on the front lawn. Tom Clapper recommended stones as they are low maintenance. The shrubs that are currently there are dead and if cut down anymore they would just be sticks. BBL and KSQ to gather with Brinnier and Larios for recommendations.

Previous Meeting Minutes:
01/13/2021:

- It was brought up that a plaque for Board members was not included within the project. KSQ has been delegated to put together ideas for this item. This plaque would be placed in the Salzmann entrance

Upcoming Meetings

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<tr>
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<td>6.1</td>
<td>Upcoming Meetings</td>
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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, March 10th 2021, at 3:00 pm via Microsoft Teams.

Previous Meeting Minutes:
01/13/2021:

- The next Steering Committee meeting will be held on Wednesday, February 10th 2021, at 2:30 pm. Location TBD.