

GREENACRES CONSTRUCTION SAFETY COMMITTEE

Minutes for May 15, 2019

- **Introductions and Purpose of the Committee - Stuart Matthey**

Present:

Stuart Matthey - Assistant Superintendent for Business and Facilities	Sharon Hill - Principal
Sharon DeLorenzo - Assistant Principal	John Trenholm - Director of Facilities
Mike Patera - Associate Director of Facilities	Nick Miller - Teacher
Joan Farella - Teacher	Lynne Torrey - Teacher
Carole Phillips - Teacher	Collette Martin - Teacher
German Garcia - Head Custodian	Mike Spedaliere- Chief of Safety Security and Emergency Management
Sgt. David Rosa - Scarsdale Police	Josh Ringel - Village of Scarsdale
Rachel Krisbergh - Parent	Madelyn Landauer - Parent
Christa Mruz - Parent	Mike Spedaliere - Chief SSEM

- **Project Update - Stuart Matthey**

- **Bids & Contractors** - Approved Rok-Built as the general contractor who has completed jobs at Pleasantville, Briarcliff and Dobbs Ferry Schools among others. On budget. Alternates not awarded - 1) courtyard original budget estimate - \$110,000 - Bid price= \$400,000+. Hope to do this later in the project as budget allows. Contractor agrees to hold on to that price. 2) Moisture mitigation system for new concrete flooring which will allow floor to receive final flooring materials in a more timely fashion. To be awarded if needed. Contractor will honor the price. Clean Air Inc. is the mechanical contractor - Hepa filters for fresh air ventilators. Changed at least once a week or as needed. Plumber - S&L Plumbers. Electrical - Healy.

- **Arrival/Recess and Dismissal Update- Sharon Hill and Sharon DeLorenzo - Messaging** of the arrival plan is important. There is a need to be cognizant of the need to leave a little earlier to get kids on time to school. If there is an issue on a given morning it will be addressed in terms of record attendance.

Traffic Plans - parking in staging areas; park legally on streets with placards in window. Sage between Putnam and Brewster - No Parking. Sage between School Putnam introduce parking signage - parking on only one side of the street.

Huntington available for parking during the construction

Need to be pre-emptive with Park East - workers park away from the school.

Crosswalk - June 27th.

Parking regulations will be highly enforced may not park within 30 ft from intersection

Provide teachers with information that needs to be shared with students as needed throughout the year. (Fences not to be climbed etc)

Village wants a Traffic Plan from the school - Mid block crosswalk moved to Putnam.

- **Building Preparation - Sharon H., Sharon D. and John Trenholm**

Most of packing will take place in Mid June - teachers still need materials. Moving company 27th-28th. Park East and Rock Bilt start on 29th. Moving company will return end of August to return items to the classrooms.

Summer program Improvement work can take place in parts of the building .

Fifth grade rooms will be worked on first.

Teachers doing summer work need to provide dates so space for doing the work can be assigned

- **Emergency Planning Update- Mike Spedaliere** - Evacuation plans updated. Reunification plan will be updated.

Security vestibule - school day and after school activities - safety monitor on duty. There will be a static transaction window. Raptor system - provide driver's license or valid Gov't ID. As monitor gets to know people, then last name entered, check completed and name badge generated. Raptor not utilized on weekend and late evening events. Safety monitor will be on duty but not the Raptor system. Safety monitors on duty 7:30-5:00 -2 on duty - one stationed at front and the other roaming. PTA events - parent volunteer needs to be in place at doors

- **Open Items from Last Meeting - Stuart Matthey**

- Gym Ventilation Concerns- *As part of the project a Variable Frequency Drive (VFD) to be added to existing air handling unit to improve fresh air exchange. This should also lower operating volume. In addition there will be an exhaust duct which will assist in venting excessive heat. Also, Eleven (11) (all) control valves were broken and have been recently repaired. There has been a noticeable improvement in the air circulation in that space*
 - End of year meeting with parents regarding arrival, dismissal and traffic flow? *To be scheduled*
 - Reflective for custodians and aides will help identify school personnel. *German has vests*
- **Other Safety Concerns - Group Discussion**
 - **To Do** - End of June/ early July meeting with Village, Police and Park Eas. To be held after crosswalk is changed to evaluate parking and traffic needs.

6. Next Meeting Date

June 12th (Wed) at 10:30 am