



**Board of Education  
Pelham Public Schools  
Pelham, New York**

**BOND STEERING COMMITTEE**

Pelham HS—Library Seminar Room  
18 Franklin Place  
Pelham, NY 10803

Tuesday, September 18, 2018  
3:00 pm

**DRAFT MINUTES**

Committee Members in attendance (Y=Yes; N=No)							
Board of Education - Committee Members							
Jessica Young Committee Chair	Y	Sue Childs BOE President	Y	John Brice	Y		
Administration							
Cheryl Champ Superintendent	Y	James F. Hricay Asst Supt for Business	Y	John Condon Director of Facilities	Y	John Sebalos Director of Technology	N
Jeannine Clark HS Principal	N	Lynn Sabia MS Principal	N	Trisha Fitzgerald Hutchinson ES Prin.	Y	Jeannine Carr Prospect Hill ES Prin.	N
Steve Luciana Director of Athletics	N	Alex Wolff Public Information Off	Y	Jackie Vigil District Treasurer	Y		
Community Members							
David Brown-via phone	Y	Bryan Diffley	N	Richard Ellenbogen	N	Matt Maron	N
Peter Romano	Y						
Other Attendees							
Russ Davidson KG&D Architects	Y	Susan Davidson KG&D Architects	Y	Sarah Dirsra KG&D Architects	Y	Kevin Sawyer Triton Construction	Y

**3:27 pm: Call to order**

- Jessica Young called the meeting to order. The meeting’s primary focus will be review of the schematic design (SD) for the New Hutchinson School.
  - KG&D will lead the presentation.
  - The Committee will provide a recommendation to the full Board of Education (BOE) at the September 25, 2018 meeting, at which time the BOE will be asked to approve the SD.
  
- Russ Davidson presented the current SD drawings dated 9.18.18 and requested feedback from the Committee on the general approach to the design, site and overall shape/layout of the building.
  
- Site Plan
  - The presentation began with review of the site plan.
  - KG&D does not yet have the full land survey report, although the work has been recently completed; thus, the building location could move slightly based on that information.
  - The overall building level has been elevated about 1’ from the pre-bond level, with the cafeteria elevated about 16” from the pre-bond level. This change results in a higher playing field and reduces the estimated amount of rock removal required by approximately 5,000 cubic yards or 25%.
  - The service drive is now proposed to originate from Lincoln Avenue rather than Second Avenue, a change that was well received by the Second Avenue residents who attended the recent Hutchinson Town Hall Meeting.
  - Emergency vehicle access to the rear of the building and playing field area would be through an area adjacent to the kindergarten classrooms.

- The pocket park concept has been more fully developed with a proposed new stair commencing at the corner of the park, proceeding diagonally across the park and leading gradually up to the field area. This plan is somewhat more elaborate than previous concepts and may not meet budget; thus, other funding partners might need to be solicited if the district wishes to proceed with this plan.
  - The rear of the school includes an outdoor dining area and access to a separate toilet room. In response to inquiry from a Board member, Russ indicated that the \$1.5M site work budget may not include enough funding for an outdoor classroom space, which was a post-bond development proposal.
  - An issue was raised regarding the turning radius in the service area, which looks tight as currently configured.
  - The plan will require significant tree removal in a large portion of the site.
  - The possibility of synthetic turf for the field remains, but will be determined in the next phase of the project. A turf field would require less rock removal.
- Floor Plans-Overall
    - The courtyard proposed in earlier design versions has been replaced with an enclosed atrium space. This change has increased the overall building size and results in more usable space.
- Floor Plan-First Floor
    - The first floor includes kindergarten and 1<sup>st</sup> grade classrooms, special education classrooms including OT & PT, flexible learning space including a Makerspace room, art room and atrium space, as well as the principal's office, nurse's office and professional development space.
    - Further, this floor houses the music space, auditorium and the cafeteria area which has the capacity to be a full-service kitchen. \$250,000 has been included in the budget for cafeteria equipment.
    - A full service kitchen is a step toward sustainability as it provides the ability to prepare food onsite.
    - The plan includes two elevators in order to reach all levels of the building. Some discussion of elevator size ensued with the Committee concluding that a larger elevator may be needed in the service area.
    - The upper grades would enter on this level and then proceed up the stairs to the Second Floor.
- Floor Plan-Lower Level
    - This level includes a full sized gymnasium with a PE office adjacent to the gym, as well as reconfigured storage spaces and mechanical rooms.
    - Community access outside of school hours would be from this level along Second Avenue, although it would also be possible to control access through the main entrance by securing certain areas of the first floor.
- Floor Plan-Second Floor
    - This level includes classrooms for 2<sup>nd</sup> through 5<sup>th</sup> grade, as well as a flex room and special education classrooms, with multiple collaboration spaces interspersed.
    - The current proposal shows a 4' high railing around the atrium space and is otherwise open to the ceiling.
      - Safety concerns were discussed, as well as the possibility of installing glass to the ceiling.
      - Further, acoustical considerations were discussed. Russ indicated that acoustics would be challenging, however, the KG&D team is working on viable solutions.
- Exterior Space
    - There is a dropped roof used in the current plan.
    - The proposed building façade is red brick with cast stone elements.
      - Waterproofing elements were discussed, given the varied exterior finishes proposed.
- Other Items Discussed
    - Proposed flooring materials were reviewed.
    - The front façade of the building which encloses the stair tower was discussed. In the drawings, it presents as a large, blank wall; however, Russ indicated that the brick included a textured pattern for aesthetic purposes.
      - The same issue was raised with the Second Avenue façade. Russ indicated that the KG&D was already considering this issue.
    - Light control was discussed, given the large window spaces in the upper classrooms. The budget includes dual shading options to address this issue.

- Budget
  - Russ indicated that the current budget estimate (based on these SD's) is only about 0.5% over budget; however, it is early in the process. The budget includes many allowances and reliance on some historical data from the pre-bond phase. Databases of historical cost information were also used to inform the estimation process.
  - Triton, the construction manager, will review the budget at the various phases of the project (SD, Design Development (DD) and Construction Drawings (CD)). Once the BOE approves a SD, Triton will prepare a budget estimate and reconcile to KG&D's budget estimate. While the SD budget is a somewhat valid benchmark, the more meaningful budget estimate will be completed at the Design Development (DD) phase of work.
  - Data wiring has been included in the budget.
  - The current market is difficult to predict; however, contingencies have been included as follows: 8% escalation, 10% construction and 5% design.
  - Consideration of a project labor agreement (PLA) was revisited. The BOE would need to decide whether to pursue a PLA arrangement for the project by year end.
    - If a PLA option is chosen, KG&D may need additional time for the CD phase and SED submission may be delayed. Russ reminded the Committee that the proposed time schedule is tight.
  
- The Committee members reached broad consensus to move forward with recommending that the full BOE approve the schematic drawings on September 25, 2018.
  
- A group of community members recently sent a letter to the BOE regarding sustainability and environmental issues in the New Hutchinson building.
  - Some discussion ensued about whether to pursue a LEED's certification and, if so, at what level.
  - The Committee discussed wishing to balance environmental issues with budgetary constraints to ensure the best possible energy-efficient and sustainable building under the circumstances.
  - It was decided that the matter would be discussed in further detail at the October 19 BSC meeting, with a recommendation to be made to the full BOE at the October 23 BOE meeting.
  - Russ indicated that pursuing a LEED certification would require hiring a sustainability consultant (approximately \$100,000) and would add 1-2 months to the project timeline.

**5:23 pm: Adjournment**

Respectfully submitted,  
Jackie Vigil

Attachments:

- Agenda
- Proposed Meeting Schedule (district prepared)
- New Hutchinson School-Budget Development Update, 9.17.18 (by KG&D)
- 2018 Bond Project Master Schedule, 9.18.18 (by KG&D)
- PDF of Hutchinson Elementary School Schematic Design Drawings (by KG&D)