



**Special Session Meeting - SCA Building Comment Form
Approved on 1/16/18 at a Calendar Meeting**

Date: 01/11/2018

Time: 9:00 a.m.

Location: 131 Livingston Street, Room 504

Business Meeting Agenda (as publicly posted)

1. Call to Order and Roll Call
2. Approval of Minutes from January 8
3. Welcome - CEC 15 President Camille Casaretti
4. Division of School Facilities Review - Joseph Lazarus
5. Review/Finalize SCA Building Comment Form
6. Vote on Priority Order of SCA Comments
7. Adjournment

(Special Session Meeting Called to Order 9:13 a.m.)

1. Roll Call by CEC 15 Member Elena Romero

Present:

Camille Casaretti, President
Scott Powell, Co-Vice President
Charles Star, Treasurer
Mark Bisard
Antonia Ferraro
Elena Romero
Yanfeng Zhang

Absent:

Neal Zephyrin, Secretary -

Excused:

Kathy Park Price, Co-Vice President
Nicole Brier
Lili Velez

Guests:

Francisca Andino, Administrative Assistant
Joseph Lazarus, Director of Facilities - Brooklyn North
Alea Stormer, Deputy Director of Facilities - Brooklyn North



Chris Bortle, Deputy Director of Facilities - Brooklyn North

2. Approval of Minutes from January 8:

- Modification to page 1 - Lili Velez was listed as present but she was absent during the meeting. Delete her name.
- Edit spelling of Betty Feibusch's name.

Motion to approve minutes from January 8 meeting - Scott Powell

2nd motion to approve minutes from January 8 meeting - Elena Romero

Motion to approve minutes passed by unanimous vote

3. Welcome - CEC 15 President, Camille Casaretti:

- Thanked everyone for coming to this special session meeting on short notice.
- It's very important to get the SCA request form done.

4. Review/Finalize SCA Building Comment Form:

- Mark Bisard listed the following items that need to be added for the following schools:
 - PS 130/MS 839 - Fencing installation on the roof to connect to the science lab.
 - PS 146/MS 448 - Bleachers in gym do not work which is a safety issue. Reports of falling debris from the ceiling in the auditorium.
- Elena Romero listed the following items that need to be added for the following schools:
 - PS 172 - Replacement of windows. Overall building pointing.
 - PS 169 - Window replacement in the mini building. Auditorium chairs repair. Leak in room 516, 521, 523, 401 and auditorium. Deteriorated door in room 341.
- Camille Casaretti suggests all these items need to be cross checked with items already listed on the capital plan list. Everything for PS 169 and PS 172 seems reasonable and they're not on the plan list.
- Nora McCauley, PS 261 PTA President, was asked if there was anything she wanted to add for PS 261, she suggested sound proofing of the auditorium and a restroom upgrade on the basement level of the school building.
- Council members should work to identify what they feel is a high priority.
- Charles Star listed the following items for the council's consideration:
 - PS 39 - Windows won't open. They boilers in the building are supercharged and during hot months the school becomes very hot.
- Camille Casaretti added that PS 124 is also having problems with windows and some doors.
- Antonia Ferraro added that PS 29 needs a bathroom upgrade and PS 15 needs a window replacement.
- Charles Star suggested that CEC 15 should submit the all requests for the whole but pick 5 to move to the top 5 choices.
- Antonia Ferraro suggests that the electrical problem at PS 136 should be one of the top 5 choices.



- Mark Bisard shared that most of the schools he visited/spoke to had a boiler issue, fireproofing issue, falling brick. PS 154 has a sinking tree in the yard. PS 146 has a crumbling stucco wall. Scaffolding was put up so it does not fall on yard.
- Camille Casaretti expressed her concern with requesting something that is already in the capital plan.
- Charles Star is wary of putting anything on the top 5 that's already on the capital plan. CEC 15 wants them to put their schools in the future budget. Everything should go on and be submitted, but they should focus on the top 5 issues.

5. Division of School Facilities Review - Joseph Lazarus (this item was moved to #5 to accommodate Mr. Lazarus' arrival):

- Introduced himself and his deputies, Alea Stormer and Chris Bortle.
- He is the Brooklyn North representative.
- He is in charge of repairs and maintenance.
- His department tries to watch SCA to make sure they're doing their work.
- If the SCA deems a job to be too small, he comes in to do the job.
- He is in charge of custodians, engineers, janitors.
- He said if CEC 15 refers an item that has already been submitted by his office it will have a better chance of getting approved by SCA.
- He walked the entire building at PS 676. The custodian was terminated today because it was not working out.
- All buildings have issues, radiators are going to leak or break.
- Leak issues are top priority for SCA. He refers these issues to SCA.
- He would love all input he can get from CEC 15.
- Mr. Lazarus was told there were some problems with windows at PS 39 & PS 146, he said he will take a look at those problems.
- Stair problems in a school building will need to be taken care by SCA. A lot of schools have asphalt, and asphalt has asbestos. That will be a whole remodel and SCA has to take care of that. Schools will need to be closed while they fix the problem.
- Scaffolding goes up for any falling debris. His first reaction is to get a scaffold on with any sign of debris falling around the school building.
- Additions on school yards: Stand alone gyms are being built in D14, might be allowable at PS94
- Flooring: DSF handles all except 9x9 tiles which are asbestos based. Environmental Health & Safety would be involved at that point.
- DSF can manage a Reso A upgrade for auditoriums
- If the PA system is very antiquated in a school, the SCA will be in charge of replacing. If it's newer and just needs fixing, then he will be in charge of that. PA systems are very important. Requests for PA systems will be considered an emergency because announcements need to be made in case of intruders or fires.



6. Vote on [Priority Order of SCA Comments](#)

https://drive.google.com/file/d/1YFXN1H_ljTkY6xlaTH6cu8FD9nbTCvEG/view?usp=sharing

- Top 5 choice:
 - PS 124 - Electrical upgrade for AC in the basement
 - PS 230 - Wireless installation
 - PS 676 - Electrical upgrade; more outlets
 - PS 130 - Roof leaking
 - PS 164/MS 448 - Bleachers installation in the gym for use by both schools.

Motion to vote on top 5 choice - Charles Star

2nd motion to vote on top 5 choice - Scott Powell

Top 5 choice voted by unanimous vote

Mr. Joseph Lazarus requested that every time CEC 15 updates the list to please email it to him. CEC 15 members agreed to share the list with Mr. Lazarus every time they update it.

He also noted that there are vacancies for full time custodians at K804 Cobble Hill High School and K027 (PS676) as of today.

Motion to adjourn meeting - Charles Star

2nd motion to adjourn meeting - Elena Romero

Meeting adjourned at 10:46 a.m.

-Minutes submitted by Francisca Andino, Administrative Assistant

Next CEC 15 meetings:

Tues. Jan. 16th at 6:30 p.m. - MS 839, 713 Caton Avenue
District Planning Meeting and Summer Camp Fair

Tues. Feb. 6th at 6:30 p.m. - PS 516, 4222 4th Avenue
SCA Capital Planning Meeting