

**Yorktown Central School District**  
Office of Operations & Maintenance

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DATE: November 2, 2006  
TO: Board of Education  
FROM: Dennis Verboys – Director of Facilities  
RE: Building Maintenance Projects – November Update

Below is a list of building projects that were completed and assigned pursuant my monthly meetings with the principals and head custodians:

**French Hill:**

*Completed*

1. Dialogue with commercial equipment representative to further design proposals for new kitchen stove.
2. Shutdown of cooling tower and boiler inspection and start-up.
3. Repaired fuel solenoid valve on Boiler #2.
4. Electrical and computer line repaired in Room #7 and #12.
5. Exhaust fan switch repaired for science, gang and faculty bathrooms.
6. Site inspection with roofing contractor for canopy repairs.
7. Replaced door hinge on cafeteria boy's toilet room.
8. Disposal of surplus equipment from garage storage room.
9. Traffic control for preparations for Halloween and Fun Fair events.
10. Replaced lighting ballast in misc. locations.
11. Assembled furniture for K-2 classrooms.
12. Reconfigured room adjacent to science lab for use as auxiliary room.
13. Playground inspections completed – report forthcoming.

*Tasked to be done*

1. Repair shingles on shed roof.
2. Review and accept roofing repair proposals.
3. Install/replace exterior wall-mounted lights.
4. Investigate/remove any/all poison ivy from premises.
5. Spruce-up flower beds in front of school.
6. Review proposals for kitchen stove.
7. Solicit repair quote for Ford tractor (plow and deck assembly).
8. Installation of intercom and buzzer system at Lobby and Enrichment-entrance doors.

**Brookside:**

*Completed*

1. Cleaned all exterior door and window glass.
2. Marked trees to be pruned and cut along playing fields.
3. Cleaned parking lot of litter and debris along perimeter of woods line.
4. Traffic control and Halloween preparations.
5. Playground inspections completed – report forthcoming.
6. Removed electrical mast from top of concrete block shed.
7. Replaced lamp in parking lot light pole.
8. Repairs to classroom unit ventilator motor.

## Building Maintenance Projects – November Update (Cont'd.)

### Tasked to be done

1. Install new chair railing in annex corridor (special project) – work started 10/31.
2. Paint lower half of wall, following chair rail installation (over school recess).
3. Seal-off duct opening in wall at band room.
4. Repair sheetrock around light fixture in center of library (high ceiling).
5. Demolish vacated concrete block structure in rear parking lot (former fueling depot).
6. Install mulch border along pressure-treated wood trim surrounding playground (per NYSDEC).
7. Replace rubber playground surfacing material with wood mulch.
8. Fill-in gym glass block that is broken.
9. Installation of intercom and buzzer system at Lobby and Enrichment-entrance doors.

### **Mohansic:**

#### Completed

1. Installation of replacement pressure regulator valve in boiler room.
2. Domestic hot water pipe repaired in main corridor.
3. Boilers inspected, closed-up and fired for heating season.
4. Relocated electrical outlet for A/C in Psychologist's Office.
5. Pruned pine tree in front of school for security control measures.
6. Traffic control and Halloween preparations.
7. Playground inspections completed – report forthcoming.

#### Tasked to be done

1. Repair deteriorated concrete block in Speech/Lang. Office and install heating valve access panel.
2. Trim/prune front shrubs and planting overhanging sidewalk.
3. Furnish and install additional mulch for playgrounds.
4. Install mulch border along pressure-treated wood trim surrounding playground (per NYSDEC).
5. Install additional 'rubber' playground surfacing at kindergarten area.
6. Install electric to new welcome sign once it is installed.
7. Installation of intercom and buzzer system at Lobby and Enrichment-entrance doors.
8. Furnish 3 new computer drops for reading suite on 2<sup>nd</sup> floor (terminate in computer lab).
9. Re-route computer cables in center stairwell (enclose in existing electrical raceway).
10. New phone-line installation following COA approval in room 213.
11. Replace faculty faucets (parts on order).
12. Clear furniture from stage area.
13. Review indoor air complaint with BOCES representative.

### **Crompond:**

#### Completed

1. Final cost proposals received for drainage work.
2. Installed additional mulch for swing sets.
3. Repairs scheduled for 'Big Toys' playground - 11/3/06.
4. Repairs to toilet exhaust fans in gang bathrooms.
5. Improved illumination of exit signs in gym.
6. Installed new door locks for classroom 33, 34, and gym.
7. Repaired noisy unit ventilator in chorus room.
8. Playground inspections completed – report forthcoming.
9. Relocated new 30amp electrical outlet for kitchen warmer.
10. Delivered surplus computer monitors to Town for recycling.

## Building Maintenance Projects – November Update (Cont'd.)

### Tasked to be done

1. Additional ground cover required on swing set footing – per playground inspection.
2. Obtain price to facilitate ductwork intake (via exterior window) servicing HVAC unit in classrm 8.
3. Furnish and install magnetic hold-openers for annex corridor doors.
4. Repairs to gym supply fan motor required.
5. Commence new drainage work along boiler room building line.
6. Replace 2 basketball backboards and possible support polls.
7. Remove coyote fence at rear of building.
8. Improve illumination of exit signs in cafeteria.
9. Installation of intercom and buzzer system at Lobby and Enrichment-entrance doors.
10. Misc. classroom repairs to noisy UV's (note: heavy objects should not be placed on top of units).
11. Repairs to leaking boiler #2 tube.

### **YHS:**

### Completed

1. New pipe-gate installed at rear driveway.
2. "All-call" speaker system installed in principal's office.
3. Heat detector alarm in computer server room (cave) reconfigured to notify building personnel
4. Fire alarm panel 'cleared' of all trouble signals.
5. Split-rail fence installed at new grove location (special project).
6. 8 showcases including; adjustable shelving, tamper-proof and lockable sliding glass doors, corkboard backing and lighting – consideration for bond work.
7. Received proposal/approval for new exterior locksets at LGI classroom.
8. Completed conversion of former locker room for Social Worker Office (only painting remains).
9. Replaced time clock with photo-cell for exterior lights at Administrative Offices.
10. Installed door closure on basement stairwell doors from cafeteria entrance corridor.
11. Repairs to exterior band room door.
12. Installed electrical panelboard locks in locker rooms.
13. Capped abandoned water pipe in new Social Worker Office.
14. Cleared floor drain in kitchen.
15. Delivered surplus computer monitors to Town for recycling.
16. Installed new parking lot signs.

### Tasked to be done

1. Install shelves in former ISD room (current location for 'seeing impaired' workroom).
2. Install lockset for new LGI classroom.
3. Install new window at ISD room.
4. Repairs to electronic message board in cafeteria (via outside vendor).
5. Discussed plans for faculty dining room expansion – complete by X-mas recess.
6. Repairs to center mullion at front doors.
7. Install electric for (2) relocated art kilns.
8. Repairs to hot water piping leaks at Room 307 and Special Ed. Offices.
9. Repairs to roofing leaks at breezeway and cafeteria corridor, and coping repairs at new library.
10. Strip and refinish gym floors for winter sports season.
11. Introduce new outside air ductwork and fan to art classroom 317 (via contractor).
12. Furnish and install window A/C for Business Office.
13. Hook-up of kitchen steamer and ice making machine.
14. Repairs to water fixture in Room 404.
15. Repairs to floor/wall hole in rear of English Department Office.

## Building Maintenance Projects – November Update (Cont'd.)

### **MESMS:**

#### Completed

1. Replaced chlorine pump in pool room.
2. Boilers inspected, closed-up and fired for heating season.
3. Minor boiler repairs completed.
4. Completed various staff requests via log book.
5. Classroom faucet repaired.
6. Light and ballast replaced at misc. locations.
7. Limited ceiling tile replacements – additional tile requested.
8. Secured art room cabinets to wall.
9. Shutdown of cooling tower.
10. Installed new parking lot signs.

#### Tasked to be done

1. Order/install new classroom whiteboards (special projects).
2. Erect new art room partition with double doorway.
3. Replace roll-type filters in penthouse HVAC equipment – possible bond work.
4. Obtain quotes for gym partition vinyl facing.
5. Complete locker room floor tiling repairs (by Contractor).
6. Installation of new security cameras and front door intercom/buzzer system.
7. Re-grade along EMF trenches at east side of building – work started 10/30.
8. Relocate EMF cable at rear door location.

cc: COA  
dmv