



Meeting Notes

Project: MSAD 75 High School
Date: October 28, 2015 at 5:30 p.m.
Attendees: Lyndon Keck*, Bob Curtis, Tim Ellsworth, Chris Shaw, Brad Totten, Kim Totten, Brad Smith, Ian MacDonald, and Steve Dyer
Purpose: Building Systems Subcommittee

Topic	Agenda/Notes	Action
	<ol style="list-style-type: none">1. Kim Totten chaired the first subcommittee meeting. She started the meeting by having members introduce themselves.2. Kim asked for volunteers to be Chair of the Building Systems Subcommittee. No one volunteered so Kim agreed to act as Chairperson for the first meeting. One member of the committee was not able to attend. This individual will be approached to see if he would be willing to serve as future Chair for the Subcommittee.3. The Committee established November 18, 2015 at 5:30 p.m. as their next meeting time. They also agreed they would not set a regular, long range schedule of meetings until a permanent chair had been elected at the November 18th meeting.4. The sign in sheet was circulated. Steve Dyer volunteered to create an email and telephone chain for subcommittee members.5. The Committee had a long discussion identifying priorities and building systems they felt were important as part of their work. Major items that arose are as follows:<ul style="list-style-type: none">• <u>Civil Engineering Review</u>: The Committee requested to meet with Andrew Johnson, civil engineer with FST. The Committee requested an opportunity to review design drawings as they developed to confirm items such as traffic movement, snow removal, floor elevations, storm water management, curbing, underground drainage and foundation design.• <u>Acoustical Design</u>: The group wants to consider and review acoustical requirements for different components of the building to make sure that acoustical design is followed through during construction drawings.	



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	<ul style="list-style-type: none">• <u>Mechanical System Selection and Design</u>: The Committee wants to be involved in reviewing possible fuel sources and discuss how extensive air conditioning should be in the building. The Committee requested the final design systems should be simple, easy to maintain, developed at a reasonable cost, and easy to repair.• <u>Electrical and Lighting Systems</u>: The Committee was unanimous that they wanted to maximize LED lighting throughout the project. They would want to review other elements such as switching, daylight harvesting, and overall electrical distributions.• <u>Life Cycle Analysis</u>: The Committee wanted to make sure systems would be chosen based on their return on investment. Life Cycle analysis would be done on major materials or systems.• <u>Durability</u>: The Committee want to review systems selections in terms of durability and ability to resist vandalism. There was considerable discussion about not skimping on first costs which would lead to long term expensive operational costs. There was strong support for using appropriate quality materials to reduce long term maintenance.• <u>Renewable Energy Resources</u>: The Committee wants to review renewable energy resources such as wood chips, wood pellets, solar voltaics, solar hot water, and other alternative energy such as geothermal.• <u>Control Systems</u>: The Committee would want to review control systems set up. Chris Shaw shared with Ian MacDonald the control system platform being developed by Honeywell which is a "Tritium-Niagara" based system. The Committee would want to follow up on control systems to determine they are compatible, simple, and effective.• <u>Emergency Shelter</u>: The Committee wants to take the lead on working with the School Board to determine if the new high school should be designed to conform to emergency shelter requirements. How extensive should an emergency generator system be to operate critical infrastructure.	



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	<p>6. The Committee had discussed and explained they saw their job as a long term subcommittee position. They expected to stay on as a subcommittee through the full development of the construction bid documents to provide oversight and to confirm quality assurance.</p>	
	<p>7. There was discussion about visiting other facilities. The Committee agreed to wait until the next meeting when a new Chair is appointed to have a more in-depth discussion of what, if any, buildings they want to visit.</p>	
	<p>8. There was discussion about industry-wide benchmarking systems. There was acknowledgement that the Committee would want to have a discussion about U. S. Green Building Council's LEED system, as well as the Energy Star benchmark system. At this point there was discussion about the Subcommittee having occasional joint meetings with the Sustainability Subcommittee. Four members of this Subcommittee are also on the Sustainability Subcommittee. This group doesn't want to duplicate work or go down paths that are not consistent with the Sustainability Committee. It was agreed this Subcommittee and the Sustainability Subcommittee might have a joint meeting time as early as December 2015.</p>	
	<p>9. There was discussion about having students invited to join the Subcommittee or sit in the Subcommittee meetings. A request will go out to Donna, the high school principal, to determine if there are any students in engineering careers that might chose to sit in on the Committee's work.</p>	
	<p>10. There was discussion about looking for opportunities for the building to act as a teaching tool, especially in the area of building information systems where math and science students could see live performance information from building systems.</p>	
	<p>11. Superintendent Smith requested the Subcommittee be intentional with sharing information about the work they will be doing and requested the Subcommittee try to be transparent with all of their work while also not spreading misinformation or rumors about the project.</p>	
	<p>12. It was agree the Subcommittee will always report out at every Building Committee meeting with a brief 2-4 minute summary of the scope or any decisions the Subcommittee may make. It was agreed the Building Committee was the right forum for releasing public information about the Subcommittee's recommendations.</p>	
	<p>13. Kim Totten adjourned the meeting at 7:55 p.m.</p>	



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