



## Meeting Minutes

**Project:** MSAD 75 High School

**Date:** May 6, 2020

**Attendees:** MSAD 75 Building Committee Kim, Frank, Chris, John, Mark, Shawn, Kathleen, Matt, Olivia, Krista, Holly  
Kathy Cogan Kahill, PDT Architects

**Purpose:** Building Committee 67 Meeting started at 5:30pm

Topic/Time	Agenda/Notes	Action
<b>Minutes Acceptance</b>	May minutes - No comments or corrections - Notes deemed approved	
<b>Public Comment</b>	1. None	
<b>Subcommittee Reports</b>	2. Kathy shared a video of the interior construction progress. 3. Updates from Subcommittee Meetings <ul style="list-style-type: none"> <li>- % for Art Update: Dan Dowd has reviewed the installation location in the new school. Install is TBD. Richard Keen will install his mural July 7-9. Tile install will be the first week of August.</li> <li>- Communications: team continues to update the website</li> <li>- Technology / LC: Jodi presented an updated budget with \$20,000 contingency. VE items included similar technology with same quality, but lower cost equivalents. Installation begins mid-June. Committee will meet again in fall to review installation and assess contingency.</li> <li>- PE / Athletics: committee has not met. Geoff asked when the field hockey scoreboard would be relocated. Kathy thought it was scheduled for this summer, but will confirm. Geoff urged the committee to consider installing glass backboards for the cross courts. Kathy provided pricing information to replace the existing fiberglass backboards with new glass backboards (approx.. \$13,800 for six new backboards, installed.) Geoff and Chris plan to salvage the existing glass backboards to potentially reuse. Holly supports Geoff's recommendation. Shawn agrees that it is important, but is concerned that there is only \$25,000 left in the Owner's Reserve for the academic wings and athletic fields and recommends that a list be developed and the Building Committee prioritize that list. Mark indicated that the budget will remain open for at least another 18 months. Frank recommended that the committee wait to see what else comes up. John called for a consensus that the committee hold off on the decision and the Committee agreed. Donna is sensitive to the building open date, and recommended a decision be made by August. Kim asked what the lead time is on the backboards. Kathy did not know, but can find out.</li> </ul>	



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	<ul style="list-style-type: none"> <li>- Sustainability &amp; Building Systems: PV installation is underway and will take about 12 weeks. Anticipated completion date is August 31, but is contingent on CMP tie-in. Ryan Palmer will be doing a weekly fly-over with the drone to track progress. Commissioning is ongoing – the BAS needs to be up and running to complete this. Window testing is continuing. The contractor, DOE, CHA, and MSAD 75 are working through testing issues.</li> <li>- Student Advisory: no meeting. Discussion took place regarding the time capsule. John recommends that a list of proposed items for the time capsule be submitted to the Board. Kim suggested placing it behind the date stone after an opening celebration so that it could be there for opening celebration. Mike asked if the students had considered what type of memory storage technology would be used and has consideration been made for how it might be accessed in the future. A student is completing a video capture of the existing building for her capstone project. Donna updated that students will be trained in August to give tours of the building.</li> <li>- Fundraising: no updates</li> </ul>	
<p><b>Update from CHA Architecture</b></p>	<ol style="list-style-type: none"> <li>4. Kathy updated the committee on building progress and the May payment requisition and change order #22. Donna motioned for approval of CO #22, Holly seconded. There was no discussion, and the motion carried.</li> <li>5. Kathy read the list of items that CHA has been tracking since the beginning of the project that were tabled for potential contingency expenses.               <ul style="list-style-type: none"> <li>- Power and water to the baseball field</li> <li>- Parking at the baseball field</li> <li>- Patio area outside the Dining Commons</li> <li>- Holly asked that bathroom facilities at the baseball field be added to the list (contingent on getting water and sewer to the field)</li> </ul> </li> <li>6. Holly asked that Shawn and Mark get and update from the Town on the public way at Canam.</li> <li>7. Kathy reviewed the updated punchlist at the baseball field. Holly asked if not watering was harming the field. John and Kathy stated that the roots were established, but that rain was needed soon so that the weed and fertilizer treatments can be activated.</li> </ol>	
<p><b>Financial Update</b></p>	<ol style="list-style-type: none"> <li>8. Mark updated committee on budget               <ul style="list-style-type: none"> <li>- Mark noted that the total change orders are at 1.6% of contract value which is well below industry standard for this scale project.</li> </ul> </li> <li>9. Mark updated the committee on the Donor Wall and asked for feedback from the committee on the signage options. Option 2 was selected.</li> </ol>	



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<b>OTHER ITEMS / PARKING LOT</b>	10. Donna updated that there are students working through the logistics of a virtual yard sale. 11. The transition is on schedule, and has been an extraordinary effort by Dnna, Staff, Steve reed's team, Chris Shaw, and Nick's team to make this happen.	
	Upcoming Dates: - Next Building Committee Meeting: - July 1, 2020 Location Zoom at 5:30pm.  Meeting adjourned at 7:00pm	