



## Meeting Minutes

**Project:** MSAD 75 High School

**Date:** November 29, 2016

**Attendees:** MSAD 75 Building Committee (see attached sign-in)  
Lyndon Keck, PDT Architects  
Kathy Cogan Kahill, PDT Architects  
See attached sign-in sheet for complete list of attendees

These notes have been prepared by PDT Architects to the best of their ability. If there are any corrections or oversights, please notify PDT Architects within three (3) working days.

**Purpose:** Building Committee 27

Topic/Time	Agenda/Notes	Action
	1. The Building Committee meeting was called to order by John Hodge at 5:30 p.m. in Room 201.	
	2. PDT passed out the agenda, Building Committee notes from November 2, 2016, as well as a redlined, marked up copy of the Committee's previous work on November 2, 2016 on the locally funded costs matrix.	
	3. The meeting notes from November 2, 2016 were reviewed. The Chair asked if there were any changes or exceptions, none were noted. The Chair noted they were approved by acclamation.	
	4. Subcommittee reports were verbally filed and noted. <ul style="list-style-type: none"> <li>• The Communications Subcommittee had nothing to report. There will be a meeting Nov. 30, to discuss Tuesday's Committee results.</li> <li>• The Technology and Learning Commons Subcommittee: The new Chair of the subcommittee is Jody Crawford. This Subcommittee has reviewed three proposals by the technology consultant. They've also developed a list of questions for the consultant's interviews which will occur later in December.</li> <li>• The Athletic Subcommittee met on November 9, 2016 and made a number of decisions. <ul style="list-style-type: none"> <li>○ They've endorsed moving the field hockey practice field and multi-purpose field to the present location for football practice.</li> <li>○ They endorsed and approved making the concession building larger so that the physical space comprised of</li> </ul> </li> </ul>	



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	<p>storage and maintenance equipment can be replaced in kind in the new concession building storage room.</p> <ul style="list-style-type: none"> <li>○ They reviewed field event locations, made minor changes and proposed two discus throwing areas on the new site plan.</li> <li>○ They've made a recommendation there be lots of outlets in both concession room, both the one by the basketball gymnasium and the outdoor concession building.</li> <li>○ They proposed having a drop down net and a baseball batting cage suspended in both gymnasiums.</li> </ul> <ul style="list-style-type: none"> <li>• The Subcommittee for Building Systems and Sustainability made an update report noting they were going to continue to work with PDT and their engineer to determine which items had the best payback. On average the items they've recommended have an 18-1/2 year payback. It was noted that payback changes is based on real time costs for electricity, natural gas and other fuel sources.</li> <li>• The Student Advisory Subcommittee report was made by Emily Robbins. Emily said they were recruiting additional middle school students to join the subcommittee and will meet tomorrow, November 30, 2016.</li> <li>• The Fundraising Subcommittee report was made by Brad, who stated he would be meeting with the Subcommittee to share with them the list of potential items. Initial discussion suggested they were more than comfortable with raising money in the vicinity of \$200,000.</li> </ul>	
	<p>5. PDT made a report on the results of meetings with Scott Brown's team. A report was also made about additional telephone conversations with Scott Brown's office concerning final allocations for individual line items on the budget.</p>	
<p><b>Referendum Question</b></p>	<p>6. There was a discussion of additional local costs which have arisen as a result of meetings with the Department of Education. PDT had prepared a new matrix showing locally funded costs with three color tones showing items the Building Committee had previously seen and approved; three items which had previously been designated as fundraising items by the Building</p>	



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	<p>Committee and lastly six additional items that had been moved by DOE over to the local share column. Building Committee members had not seen these items previously and there was discussion about those items. Those items are as follows:</p> <ul style="list-style-type: none"> <li>• Providing power and data to digital street signs: \$5,664</li> <li>• Including overhead doors at the dining commons: \$55,880</li> <li>• Providing wood and glue lam at main street: \$335,825</li> <li>• Owner's construction reserve: \$100,000</li> <li>• Geothermal consultant: \$22,500</li> <li>• Town of Topsham permitting review fee for third party: \$1,600</li> </ul>	
	<p>7. It was noted the base price for items the Building Committee had previously approved was \$6,881,520. The new base price had gone down by about \$300,000 to \$6,578,417.</p>	
	<p>8. The new items totaled \$521,469 resulting in a new total price of previously approved items plus new DOE local cost items of \$7,099,886. There was substantial discussion about all of the items on the locally funded matrix.</p>	
	<p>9. There were questions about PDT adding an owner's construction reserve of \$100,000. PDT explained this had been added at Mt. Blue for any items which may arise in the future. It was sort of an extra contingency. PDT explained MSAD 75 did have their own internal contingency according to the State of Maine master budget. The contingency money would belong to SAD 75 and could not be recaptured by the Department of Education. The contingency amount of \$547,213. In light of that half million dollar contingency, the Committee discussed eliminating the \$100,000 owner construction reserve.</p>	
	<p>10. There was discussion about the wood and glue lam on main street. It was agreed they would reduce the glue lam hard construction cost to \$240,000 which would result in a price of \$304,800 for the total local share for wood paneling, wood beams, columns and glue lams.</p> <p>It was also agreed the architect design team and building committee would determine how best to use that money to provide wood in the new main circulation area.</p>	
	<p>11. There was discussion and agreement that the baseball field dugouts would be taken out of the local taxpayer share and be moved to fundraising.</p>	



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	12. There was discussion of moving the field sprinkler system out of the local taxpayer share and moving that to fundraising as well.	
	13. What resulted was an increase in fundraising money from \$100,300 to \$201,780.	
	14. It was agreed the Athletic Boosters would be approached and requested to raise \$40,000 to provide equipment inside both of the concession rooms. This would be over and above the \$201,000 being raised as part of fundraising.	
	15. As a result of the Committee action the new local share burden on the taxpayers would be \$6,857,381. A motion was made by the Chair and seconded by Superintendent Brad Smith that this would be the maximum amount requested of the taxpayers. These would be the items detailed in the local share. The vote was unanimous among the Committee members.	
	16. There was discussion about wording for the referendum question. Brad Smith explained that his recommendation to the Board would be the athletic turf be carried as a second referendum question so there would be two referendum questions for the taxpayer. The second question for the synthetic turf would be for \$649,000 which would be reduce the first referendum question to \$6,208,381.	
	17. Kathy Kahill shared the budget via Powerpoint. She manipulated the budget as the Building Committee members discussed adding or reducing items from the matrix.	
	18. There was discussion about not needing another Building Committee on December 7, 2016. John Hodge requested all members keep it on their calendar in case the meeting needs to be called at the last minute.	
	19. Brad Smith explained the Communication Committee will be meeting and thinking about how to communicate the decisions made at the Building Committee and how to get out the vote for the straw poll.	
	20. The meeting was adjourned at 8:00 p.m.	