



Meeting Notes

Project: MSAD 75 High School

Date: December 6, 2017

Attendees: MSAD 75 Building Committee: David Johnson. (Co-Chair), Brad Smith/Superintendent of Schools, Mark Conrad/Business Manager, Donna Brunette, Principal/Mt. Ararat High School, Chris Shaw, Facility Manager, John Hodge, Matt Cook, Jane Scease, David Johnson, Jr., Geoff Godo/Athletic Director, Krista Chase, Kim Totten and Julie Booty
Lyndon Keck, PDT Architects
Kathy Cogan Kahill, PDT Architects

Purpose: Building Committee 38

These notes were prepared by Lyndon Keck and Kathy Kahill to the best of their ability. Please notify PDT Architects within seventy-two (72) working hours concerning any required corrections.

| Topic/Time | Agenda/Notes | Action |
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| | 1. John Hodge opened the meeting at 5:33 p.m. in Room 201. | |
| | 2. The Chair asked for any public comment, there was none. | |
| | 3. The Chair asked for any changes to the meeting notes, there were none. The Chair declared the notes approved by acclamation. | |
| | 4. The Chair asked for Subcommittee updates. | |
| Subcommittee Reports | <p><u>Update from Communication Subcommittee:</u></p> <ul style="list-style-type: none"> • Donna and Brad provided an update. • The Committee continues to post drawings and renderings, as well as drone footage on the website. They have asked PDT for sketches they can send out occasionally to keep people informed. <p><u>Update from Technology Subcommittee:</u></p> <ul style="list-style-type: none"> • Reported they had finally gotten a signed contract with CDA, approved and signed by the Department of Education. <p><u>Update from PE & Athletic Subcommittee:</u></p> <ul style="list-style-type: none"> • Presentation was made by Geoff Godo and John Hodge. The Subcommittee has met twice since the last Building Committee meeting. Geoff has been forwarding information on game lines and ropes course equipment to PDT. • Geoff Godo gave an update on fields that are being made available on a temporary basis during construction. He mentioned that he had walked the riverside field and was looking to have varsity soccer and practices at that location. The Brunswick Recreation Department | |



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| | <p>will move their Youth League to the hillside field to help with coordination.</p> <ul style="list-style-type: none"> • Geoff explained he was in the process of negotiating for football to move to the fairgrounds field, the controlling organization was open to the idea of sharing the field with Topsham during the construction period. They had concerns about maintenance upkeep from the fairgrounds field. • The fairgrounds had made a proposal asking if the old lights and poles from the old Topsham High School could be moved to the fairground field on a permanent basis. • There was a discussion about whether the lights and poles could be reused at the Mt. Ararat turf field. Kathy explained the poles are not tall enough and the lights are not strong enough to work with the regulation sized soccer field and fat track. New lights and poles will need to be installed. • Committee members wanted to stress their hope that the athletic fields would have LED lights. PDT noted that DOE would probably not pay for LED athletic lights. The delta difference between metal halide and LED lights would likely become a cost for the local District. • PDT noted they would carry a bid alternate for LED lights in the construction documents. • Geoff Godo talked about the need to have a consistent eagle logo for use on scoreboards, field centerlines, as well as brochures and equipment. Presently there is no standard logo. He is working on collecting designs and has developed a process for getting input. • It was mentioned there is an Eagle Scout that wants to take the project of putting up a flagpole at the baseball field. PDT noted that any flagpole should be grounded for lighting purposes. Chris Shaw requested that PDT see if a fiberglass pole also needs to be grounded. • PDT explained the parent company of PDT, CHA, has a sports group in Massachusetts that does college and university sports turf fields. PDT was considering having them do the design work and come up and make a presentation to the Athletic Subcommittee on various types of turf, infill and field designs. This would likely happen in December. • Geoff explained there is a problem with the handicap accessibility getting to the bleachers at the baseball field. The stone dust path stops short of the bleachers. There doesn't appear to be enough room between the bullpen warm-up area and the dugout for spectators to get through the narrow slot. PDT stated they will | |



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| | <p>review the situation with the civil engineers and owner to try to come up with some solutions.</p> <p><u>Update from Sustainability & Building Systems Subcommittee:</u></p> <ul style="list-style-type: none"> • Subcommittee has not met. • The Subcommittee now has a contract with the commissioning agent. The commissioning agent has generated a spreadsheet of items for PDT and their engineers to check and comment on. <p><u>Update from Student Subcommittee:</u></p> <ul style="list-style-type: none"> • Krista reported that the middle school students need a project to work on. They are losing interest on the project since not very much has happened. <p><u>Update from Fundraising Subcommittee:</u></p> <ul style="list-style-type: none"> • Brad Smith reported on fundraising. Met with co-Chair, Rob. Still planning their major publish launch. • There was discussion about what kind of scoreboards to fund and at what level. • There was discussion about raising money in phases and a concern that items such as the baseball dugouts need to be done sooner rather than later because of frost in the ground and not destroying the field in an effort to build dugouts. • Committee member noted we have sixteen (16) months to get the baseball field ready. It would be helpful for the Fundraising Committee to think about working backwards from the Spring of 2019 to see what kind of money could be raised for the fields that have almost been finished. | |
| | <p>5. Mark made a brief presentation about the status of the budget. He acknowledged that additional monies had been paid to Crooker Construction for the athletic fields. Most of the money that he has been expending has been for the architects, engineers and testing agencies.</p> | |
| | <p>6. There was a discussion about the status of the ballfields. It was explained the fields were not seeded. Seeding will happen in the springtime. It was also noted that certain small items had not been completed such as extended walks and paved aprons for the stone dust emergency drive. It was acknowledged that a punch list will have to be done in the springtime.</p> | |
| | <p>7. Kathy gave an overview of her meetings with the Town's planning staff and departments (She attended a meeting on November 2nd, as well as December 5th.) to bring the Building Committee up to speed on issues important to the Town which primarily revolved around traffic, intersections,</p> | |



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| | <p>crosswalks and student safety at Route 201. She acknowledged that the planning board application was submitted on November 28, 2017. We have an upcoming planning board meeting on December 19th at 7:00 p.m. PDT requested that as many Building Committee members, School Board members or friends of the project attend the Planning Board meeting as possible to show there is broad support for the project.</p> | |
| | <p>8. Kathy explained that there were two hurdles concerning the school sign out at the corner of Route 201 and Eagle's Way. The first hurdle was crossed in that the code enforcement officer has decided that a sign on CMP land would conform with the State's billboard law. She explained the second component, which is whether the School District can have an electronic sign, was still not resolved. We will either find that we go the Zoning Board of Appeals or request the Town to consider an ordinance change at the March town meeting.</p> | |
| | <p>9. Kathy did a brief PowerPoint presentation. She showed the Committee renderings of the front entrance and side entrance to the gym. A question was asked about the flagpole at the front of the school. Kathy answered there will be a flagpole and it will have lights on it.</p> | |
| | <p>10. There was a question about the Mt. Ararat signage under the canopy. Kathy explained this signage will also be lit. The underside of the canopy will be well-lit as well.</p> | |
| | <p>11. Kathy showed a phasing plan diagram and explained how the construction phases will work</p> | |
| | <p>12. Kathy shared that the Department of Education was not in favor of holding the football practice field project until 2021 or 2022. They favored having it done at the same time as the track and field.</p> | |
| | <p>13. Chris Shaw asked if any work was going to be done to clean the pond. Kathy said yes, it will be shown on the phasing diagram and on site and grading plans.</p> | |
| | <p>14. There was discussion about the first phase where the new road is introduced onto the campus. Committee recommended only the base course asphalt be installed until the very end of the project at which time the final wear course could be installed.</p> | |
| | <p>15. There was discussion about colors on the outside of the building. PDT clarified the Building Committee would need to select brick colors because</p> | |



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| | bricks cost different amounts per square foot. It will be important to get the right brick specified and in the documents as part of the bidding. | |
| | 16. PDT passed out a copy of the clerk advertisement. It was acknowledged the clerk will work past November 2020; Lyndon explained why he had only put in the November date because, at that time, the clerk would not be working full time and probably not restart until the Spring 2021. PDT will place the ad shortly. | |
| | 17. There was discussion about prequalification of general contractors. Lyndon explained how the process works. There are guidelines established by statute which have been traditionally administered by Bureau of General Services. The prequalified shortlist is generated by the State and not the building owner. There was substantial discussion around the fairness of this issue and a request the owner be allowed to weigh in on prequalified general contractors. | |
| | 18. There was a request that major subcontractors also be prequalified. Lyndon said this was possible, although it isn't always done. PDT to check with the Department of Education to confirm they would allow this to happen on this project. | |
| | 19. The Chair asked if there was any additional project items needing to be discussed as part of general discussion. There were none The Chair noted the next Building Committee meeting will be January 3, 2018 at 5:30 p.m. at Mt. Ararat High School. | |
| | 20. The meeting was adjourned at 7:22 p.m. END OF MEETING NOTES | |