



Meeting Notes

Project: MSAD 75 High School

Date: April 4, 2018

Attendees: MSAD 75 Building Committee: Chris Shaw, Director of Facilities/MSAD 75, Mark Conrad, Business Manager/MSAD 75, Donna Brunette, Principal/Mt. Ararat High School, Matt Cook, David Johnson, Jr., Kim Totten, John Hodge, Krista Chase, Julie Booty, Michael Chonko, Jane Scease, and Emily Roberts/Student Representative
Lyndon Keck*, PDT Architects
Kathy Cogan Kahill, PDT Architects

Purpose: Building Committee 41

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

Topic/Time	Agenda/Notes	Action
	1. John Hodge opened the meeting at 5:35 p.m. in Room 201.	
	2. Meeting notes from February 14, 2018 were reviewed. It was noted there were two corrections: <ul style="list-style-type: none"> • Item #10: there should be another bullet that stated minimum heat per classroom corridor will be provided as part of the emergency generator. • Item #14: The word "lighten" should be changed to "supplement". 	
	3. The meeting notes were approved by acclamation of the Chair.	
	4. The Chair asked if there was any public comment, there was none.	
	5. PDT passed out an agenda for the meeting. A PowerPoint presentation for the Committee had also been prepared by PDT.	
	6. <u>Updates from Subcommittee Meetings:</u> Jane presented an update of the Technology Subcommittee. The subcommittee had met on Tuesday, March 27, 2018 with Kathy Kahill. Items discussed were as follows: <ul style="list-style-type: none"> • Need for an outside intercom at both the gym door and main entry. • Acknowledgement that parents were concerned about safety. • Ryan will post safety upgrades on the website for the building project. • Discussion of furniture and technology update which would occur after the bids have been received. 	PDT Action



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	<ul style="list-style-type: none"> • It was noted there would be no audio visual in the dining commons because of ceiling configuration. • The Committee expects to make future visits to Massachusetts and Cape Elizabeth to look at similar schools and how they are using technology. • There was a brief discussion about groundbreaking. 	
	<p>7. Kathy Kahill spoke briefly about safety issues. She explained PDT had worked with a national security company called Safe Harbors to develop Maine's school security recommendations.</p> <p>Kathy had also been meeting with the School Resource Officer, police department, fire department, Donna Brunette, and other staff as part of a security team that was reviewing the drawings and making recommendations to PDT.</p>	
	<p>8. A question was asked if the proximity readers operate when the power is out or if this circuit was put on the emergency generator.</p>	PDT Action
	<p>9. A question was asked if the gym door and the front doors could be overridden with key operation.</p>	PDT Action
	<p>10. Kathy did a general presentation of safety items that been installed in the school. These included hardened walls and glass in certain locations, special classroom locks operated by a key from both sides, cameras, proximity readers and lockdown procedures.</p>	
	<p>11. Donna asked about the operable wall that creates a double room. Kathy explained the wall was part of the add alternates. It could only be taken if the bids were acceptable. Donna noted the double room would be one of the few rooms that could be used for assessments. Using single rooms would require many more proctors.</p>	
	<p>12. The PE and Athletic Subcommittee has not met recently. David Johnson, Jr. explained that he, Chris Shaw, and Geoff Godo have been spending time going over the specifications and drawings. There was really no need for the Subcommittee to meet over the last month.</p>	
	<p>13. It was noted the tall athletic field light poles will be taken down by the Athletic Boosters Football Group, who will be responsible for dismantling and trucking off site to the fairground location.</p>	



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	<p>14. Sustainability Subcommittee has not met in several months. They will be meeting on April 24, 2018 to discuss testing proposals, landscape plan, and interior materials review sustainability.</p>	
	<p>15. Student Advisory Committee met last week and talked about groundbreaking. Students are ready to help with the groundbreaking and athletic field celebration. They have been coordinating with Donna Brunette.</p>	
	<p>16. Donna Brunette gave a brief update on the Communication Subcommittee. She explained they were posting items as referred by Brad Smith and Mark Conrad.</p>	
	<p>17. Donna Brunette presented on behalf of the Fundraising Subcommittee. She explained they had several far-ranging discussions which included hoping for future bathrooms and drinking fountains at the baseball field, which they acknowledged would not happen until the new water line was put in under Canam Drive.</p>	
	<p>18. The Fundraising Committee has established a new goal of \$500,000. They have started discussions with individuals considered to be the “big asks”.</p>	
	<p>19. The Fundraising Committee has started a program for people that want to have family names put on plaques on the Forum seats.</p>	
	<p>20. It was acknowledged by the Fundraising Committee that the first money that comes in will most likely be used for dugouts and baseball field upgrades.</p>	
	<p>21. The Fundraising Committee has a kickoff event planned for next Tuesday, April 10th at the Topsham Library. This is a open planning meeting that will also include discussion of setting up a farewell event to coincide with groundbreaking for the track and soccer field.</p>	
	<p>22. Kathy showed the Building Committee a PowerPoint presentation that included the following:</p> <ul style="list-style-type: none"> • Exterior views showing the penthouse over the classroom wings. It was noted the penthouse looks smaller; it was also noted that some Building Committee members did not like the bright colors on the penthouse siding. PDT stated the final colors for the penthouse, as well as other metal sidings, would occur after construction had started. 	



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	<ul style="list-style-type: none"> • There was a slide showing the Main Street view of the outside of the Forum, as well as a view inside the Forum showing wood paneling to a height of 7'-0". • A general shot was shown in the Main Street hallway looking down the hallway from the gymnasium entrance. • It was noted there would be a camera in the Forum for recording lectures or events. • Questions were asked if there would be a sound system, as well as acoustic panels in the Forum. The answer was yes. • Kathy showed wood paneling samples which included a sample of a glue lam purlin fur wood paneling, as well as laminates that were Maple and gray stained wood imitation. 	<p>PDT to Review Wood Color Proposal for Committee</p>
	<p>23. Kathy and Lyndon talked about the additional soils work done by R. W. Gillespie Associate. It was explained that the Department of Education wanted the ground level first floor slab to be raised 8"-12" because of the nature of the Brunswick Topsham sands under the building.</p> <p>PDT asked Gillespie to do additional laboratory work which also required an additional boring to determine if it would be possible to raise the building without impacting differential settlement.</p>	
	<p>24. Lyndon explained that all buildings settle as they are built, usually about 1"-1.5" over the course of construction. This is because buildings add additional weight onto the virgin soils. He explained the greatest settlement usually occurs after wet, heavy snowfall during the construction period.</p>	
	<p>25. Chris Shaw noted that PDT had retained S. W. Cole Engineering to do a peer review of Gillespie's work which was helpful for Gillespie in revisiting their methodologies and calculations.</p> <p>Lyndon explained that one of the things S. W. Cole had questioned was the safety factor used for liquefaction during earthquakes. Lyndon explained that Gillespie had used five different methodologies in analyzing the seismic impact on the existing sands and clays. All showed the soils and building design would be within acceptable safety tolerances.</p>	



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	<p>26. Lyndon explained to the Committee that all buildings settle. All buildings have hairline cracks because of shrinkage, as well as differential settlement that happens across a long building.</p>	
	<p>27. Kathy shared a revised schedule. She noted we are going out to bid approximately four weeks later than originally intended. This allowed for additional geotechnical analysis, as well as giving PDT more time to coordinate the drawings.</p>	
	<p>28. The new schedule shows the project going out to bid on Friday, April 13, 2018 with bids being received on Thursday, May 17, 2018.</p>	
	<p>29. It was noted that one of the first items for the contractor to do is to perform tree clearance before June 1st. It was noted the area around the outdoor graduation area would look substantially different with most trees cut down.</p>	
	<p>30. Chris Shaw suggested PDT have a Plan B in place for having an independent, third-party cut down trees in case the bids are not acceptable.</p>	
	<p>31. The Building Committee will plan on meeting on Monday, May 21, 2018 or Tuesday, May 22, 2018 to review the bids and make recommendation to the School Board.</p>	
	<p>32. The School Board will try to meet on Wednesday, May 23, 2018 at 5:00 p.m. to recommend and approve the contract for construction.</p>	
	<p>33. Kathy went over a list of twelve bid alternates.</p>	
	<p>34. There was discussion of possibly not purchasing cameras as part of the project. John Hodge explained that some building owners contract with an independent, third-party to install the cameras, as well as monitor the cameras. It was acknowledged this would be a possibility if needed to make the bid numbers work.</p>	
	<p>35. There was discussion about the items on the emergency generator. It was acknowledged, again, that the administrative area was not on the emergency generator. The following items would be on the emergency generator:</p> <ul style="list-style-type: none"> • Booster pumps for domestic and fire • Sewer ejection station • Access controls at doors 	<p>PDT to Confirm</p>



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	<ul style="list-style-type: none"> • Voice and data for phones and computers 	
	<p>36. A question was asked if the access controls for the doors had a battery back-up system such as a UPS system or if it would only rely on the generator.</p>	
	<p>37. There was a brief discussion about keyed entrances being needed at the front door, gym door, and emergency police/fire department access door.</p>	
	<p>38. Kathy explained to the Committee that PDT had specified all products that were VOC free for paints, carpet, vinyl tile, and other miscellaneous products.</p>	
	<p>39. Kathy explained the project had not specified formaldehyde-free cores for solid core doors or particle board cores for countertops and cabinets.</p>	
	<p>40. There was an extended discussion about how to proceed with the formaldehyde products. PDT concluded they needed to come back to the Sustainability Subcommittee, as well as the Building Committee with more concrete information about health impacts of formaldehyde and relative percentages of formaldehyde released in the school.</p>	PDT Action
	<p>41. It was noted that most furniture that is purchased also has formaldehyde in the particleboard fabrics and foams. If this was an important issue PDT needed to be given direction by the Building Committee about the approach of formaldehyde-free products. Lyndon explained most formaldehyde gas is introduced into buildings through furniture.</p> <p>Kathy explained the premium to go to formaldehyde-free door cores and cabinet cores was estimated at \$150,000. PDT to check with DOE to see if DOE will pay for formaldehyde-free products.</p>	SAD 75 Action
	<p>42. A presentation on the budget update was presented by Mark Conrad.</p>	
	<p>43. Mark stated he would be sending out bid proposal for a second BAN which would be approximately \$30M. The first BAN was \$43.M</p>	
	<p>44. PDT requested approval to release drawings for bidding. Motion by Jane Scease and seconded by Julie Booty to release drawings for bidding. No discussion. Vote was unanimous.</p>	



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	<p>45. There was brief, continuing discussion about the groundbreaking and fields celebration. It was clarified that the groundbreaking and athletic fields goodbye celebration would not require moving graduation or having any impact on the graduation setup.</p>	
	<p>46. The meeting was adjourned at 7:47 p.m. by the Chair.</p>	
	<p>47. Next Building Committee meeting to be on Monday, May 21, 2018 at MTA Room 201 from 5:30 p.m.</p> <p style="text-align: center;">END OF MEETING NOTES</p>	