



Meeting Notes

Project: MSAD 75 High School

Date: May 2, 2018

Attendees: MSAD 75 Building Committee: Brad Smith, Superintendent/MSAD 75, Mark Conrad, Business Manager/MSAD 75, Donna Brunette, Principal/Mt. Ararat High School, David Johnson Sr., 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 42

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 April 4, 2018 were reviewed. There were no corrections noted.	
	3. The meeting notes were approved by acclimation 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, as well as a schedule for upcoming important dates for the project.	
	<p>6. <u>Updates from Subcommittee Meetings:</u></p> <ul style="list-style-type: none"> • Brad Smith made a brief presentation on the Communication Committee. • Technology Subcommittee had not met. • The Athletic/PE Subcommittee had not met. • Report by the Sustainability Subcommittee was made by Michael Chonko as follows: <ul style="list-style-type: none"> ○ The Subcommittee reviewed a list of testing requirements required by the general contractor, as well as testing agencies hired by the owner. ○ Talked about the selection of the Clerk and a discussion of his electronic and graphic skills. 	



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	<ul style="list-style-type: none"> ○ They discussed the landscape plan and had comments regarding trees, islands of flowers and planting beds. ○ Kathy reminded the Committee there was only \$32,000 for landscaping in the budget and this included money for trees. ○ Kathy talked about how improvements were being made to pond views by cleaning out the edges of the pond and thinning some of the underbrush. ○ The Subcommittee was recommending that a Landscaping Subcommittee be established to review actual plantings to be determined in the future. Kathy commented that some of the plantings could be made a part of a allowance to be carried by the site contractor that would be left open for a year to allow the Landscape Subcommittee to finalize their plans. ○ Mike Chonko talked about building materials, outgassing, and formaldehyde. He explained the millwork specification would require ULEF standards for particleboard and plywood millwork. This would add about \$40,000 to the cost of the project. ○ The Subcommittee was requesting the building be flushed out at the end of construction to reduce outgassing before the arrival of students and staff. Flush out usually means running the building for a week at 85 degrees with full ventilation with furniture in place. ○ Lyndon noted there are always some individuals who have such a high sensitivity to chemicals that they can never occupy a new building during the first 12-24 months. It is unknown at this time if there are any students or staff members who might have that exceptionally high level of sensitivity to building material chemicals. <ul style="list-style-type: none"> ● There was no Student Subcommittee report. ● The Fundraising Committee had no report. They will be meeting on May 4, 2018. ● A motion was made by Kim and seconded by Donna to recommend to the School Committee and Board of Directors that the Building Committee would be forming a Landscape Subcommittee. There was a unanimous vote in favor of the motion. 	
	<p>7. Mark Conrad presented a copy of the budget update. He noted the State does not pay for interest paid on bonds during the construction period.</p>	
	<p>8. Donna gave an update on groundbreaking festivities. She noted the Student Subcommittee had decided against trying to organize a special</p>	



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	day of games and events because the calendar is full with end of school and graduation events.	
	<p>9. Donna did say the Subcommittee had chosen June 7, 2018 as a groundbreaking day. The time could be somewhere between 2:30 p.m.- 4:30 p.m..</p>	
	<p>10. Kathy presented an update on the bidding process. She noted we were told by the Department of Education to move our bid date back one week so the new date for bid openings is May 16, 2018 for filed sub-bids and May 23, 2018 for general contractor bids. Kathy also proposed there be a Building Committee meeting on May 29, 2018 and a School Board meeting on May 31, 2018 with a target date of June 1, 2018 for contract signing.</p>	
	<p>11. John Hodge recommended the Building Committee keep June 6, 2018 on their calendar as a back up Building Committee meeting date.</p>	
	<p>12. John Hodge recommended the Committee meet on July 11, 2018 in lieu of July 4, 2018.</p>	
	<p>13. Kathy Kahill reported on the process for tree cutting which is proposed to happen May 8-11, 2018.</p>	
	<p>14. Mark Conrad to check with the School District's insurance carrier to confirm they have the appropriate builder's risk and liability insurance to allow for tree cutting.</p>	
	<p>15. Kathy made a brief presentation about bidding process, the extensive questions she is getting, and the strong activity from subcontractors. It was noted, however, that only two of the general contractors have been active in asking questions – the two are Art Dudley Contractor/Builder and Ledgewood Construction.</p>	
	<p>16. Mark Conrad made a brief report about the Percent for Art Committee which is presently soliciting proposals from artists with an expected decision on 2-3 artists sometime in early summer.</p>	
	<p>17. The meeting was adjourned at 7:00 p.m.</p>	
	<p>18. Next Building Committee meeting to be on Tuesday, May 29, 2018 at MTA Room 201 from 5:30 p.m.</p> <p style="text-align: center;">END OF MEETING NOTES</p>	