



Meeting Minutes

Project: MSAD 75 High School

Date: September 4, 2019

Attendees: MSAD 75 Building Committee (see attached list)
 Lyndon Keck*, CHA Architecture
 Kathy Cogan Kahill, CHA Architecture

Purpose: Building Committee 58

Topic/Time	Agenda/Notes	Action
Acceptance of Minutes	1. Minutes from August 7, 2019 meeting were reviewed and approved by acclimation by the Chair.	
Public Comment	2. None	
Subcommittee Reports	3. <u>Subcommittee Reports:</u> <ul style="list-style-type: none"> • Technology/LC: <ul style="list-style-type: none"> - Report presented by Jody, the librarian and Learning Commons specialist. - It was noted that consultant, CDA is working on specifications and budget and preparing an RFP to go out for responses later in September or October. - The RFP will contain specifications for hardware, as well as network systems. - CDA has chosen to have Promethean interactive electronic display boards in all classrooms. They are purchasing one now which will be in the Learning Commons for teachers to become familiar with the hardware before installation. - The Technology/Learning Commons Subcommittee will meet again on Wednesday, September 11th. - In the fall, the Subcommittee will be working with Suzanne Morin on furniture for the Learning Commons. • PE/Athletics: <ul style="list-style-type: none"> - Report was presented by Geoff Godo, Athletic Director. The Subcommittee will meet on September 12th. Gym scoreboards will be reviewed with recommendations made to the Building Committee. They will also be reviewing and making recommendations about fencing to protect the multi-purpose field and baseball field. After last weekend's vandalism from car tire ruts, Geoff believes fencing is imperative. 	

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<p>Construction Update from CHA</p>	<ul style="list-style-type: none"> • Sustainability & Building Systems: <ul style="list-style-type: none"> - Report was presented by Chris Shaw and Mike Chonko. - Proposals from PV installers and developers are due Friday, September 6th. - The Subcommittee will review the proposals on Monday, September 23rd and make a recommendation to the Building Committee and School Board on October 10th. • Percent for Art: <ul style="list-style-type: none"> - Report was presented by Mark Conrad. The Subcommittee had not met and no additional work was done other than receiving a phone call from one of the artists concerning questions about the building • Communication: <ul style="list-style-type: none"> - Report by Donna. The Subcommittee is planning communication notices for a donor event on September 26th and sending out invitations over the next two weeks. • Student Advisory: <ul style="list-style-type: none"> - Report was presented by Donna. She will be looking for student volunteers to be a new representative on the Building Committee. • Fundraising: <ul style="list-style-type: none"> - Report by Donna. This Subcommittee is focusing on rolling out the big donor event, as well as a program for smaller fundraising donors. The next meeting is September 6th. - A question was asked about donor acknowledgement. Mark Conrad stated Welch signage will be working with the administration. The cost for donor wall will be part of fundraising. - Committee member recommended an additional item be added for fundraising. This item would be patio hardscape and landscaping off the new food court. <ol style="list-style-type: none"> 4. Earlier in the evening the Committee walked through the building so photos or descriptions of work done to date were not needed. 5. Chris Shaw noted light poles throughout the campus will be lit by the end of the month or early October. 6. The owner has a proposal for changes to circuits to allow the lights to be turned on and added to the existing building's circuit. This proposal amount was \$13,700. 7. Later in the month when all the parking lot lights are turned on, there will also be sidewalks lights, as well as existing security lighting on the old Mt. Ararat High School building. 8. Kathy explained painting was ongoing on the second floor of the D and E wing. 	



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	<ol style="list-style-type: none"> 9. Millwork is being installed in the D wing. 10. Exterior work is ongoing with sediment basins, paving, grading and temporary seeding. 11. Kathy noted a pay requisition in the amount of \$2,138,863 had been signed. This represents 60% completion on the total project by dollar value. 12. Kathy stated Change Order #13 in the amount of \$30,826 had been signed. Items include plumbing corrections, converting asphalt curbs to concrete curbs, adding a culvert at the softball field, and the monument date stone to be added. 13. Kathy mentioned to date change orders have totaled \$332,400. 14. Kathy noted Arthur C. Dudley had presented a proposal for a change order to deal with asbestos removal in the amount of \$1,100,000. This will continue to be evaluated by CHA Architecture and ESHA. 15. Baseball field update: It was noted the grass is continuing to grow and responding to fertilizer and watering. The fields will probably be turned over in June 2020. 	
<p>OTHER ITEMS</p>	<ol style="list-style-type: none"> 16. Mark Conrad presented a summary of the financial report. He noted the local owner's reserve, after previous expenditures, was \$92,311. He expects an additional \$15,000 of local expenses to be approved over the next thirty days. The additional expenses will be related to providing an auxiliary scoreboard, temporary drainage line, and saving an existing tree related to contractor acceleration of parking. 17. Kathy presented three alternative designs for the electronic school roadside sign/monument sign. She noted there was an allowance for the road sign and had been working with a signage vendor on design details, specifications, and dimensions. She showed three designs with consensus that Scheme A was preferred. It was suggested color could be added to the name "Mt. Ararat", such as having a bright red "A" in Ararat. 18. Concrete is presently shown as black and the sign is silver. The Committee liked both colors. 19. The electronic digital component of the sign will be roughly 3' x 6' 20. The sign colors are black, white and gray. The name of the school will be cut out with a router and backlit. 21. The sign will start 36" above the ground level. Kathy to check the town ordinance on height above ground level. The sign will have an aluminum housing and be waterproof with a concrete base. 22. It was suggested the concrete base have a brick shelf so future brick could be added around the concrete if desired. 23. There was talk of preferring a smooth surface on the concrete or a sandblasted surface. 24. The high school name will be at least 36" above the ground level. 	



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	<p>25. <u>General Discussion:</u></p> <ul style="list-style-type: none"> • Kim noted the Eagle Scout’s project still needs attention. They were working with Crooker and the sign installers. • Citizens are requesting pieces of the old school. In the future the agenda will show an item called “salvage rights discussion” so this topic can continue to be talked about each month. • Frank asked a question about security design for the new school. He said several citizens are asking if security has been considered. It was noted PDT helped the State of Maine develop the security checklist and protocol for designing schools. CHA had worked with the Department of Education to implement many security features in the school. • It was also noted that every year each school gets a new safety plan reviewed by administration and teachers. The new high school will have a new safety plan as well. • Kathy explained she had worked with the School Resource Officer and Topsham Police Department during the design of the school to implement other recommendations for school safety. 	
	<p><u>Upcoming Dates:</u></p> <p>26. Next Building Committee Meeting: October 2, 2019 at 5:30 p.m. at Mt. Ararat High School</p>	

END OF MEETING NOTES

Enclosures: Mark Conrad’s Project Budget Expenditure Sheet
Meeting Attendance Sign-In Sheet