



Meeting Minutes

Project: MSAD 75 High School

Date: October 7, 2020

Attendees: MSAD 75 Building Committee
Kathy Cogan, CHA Architecture

Purpose: Building Committee 71 Meeting started at 5:30pm

Topic/Time	Agenda/Notes	Action
Minutes Acceptance	September minutes - No comments or corrections - Notes deemed approved	
Public Comment	1. None	
Subcommittee Reports	2. Updates from Subcommittee Meetings - Communications: Committee is planning for tours and looking at November for a ribbon cutting ceremony. John mentioned that the subcommittee members would like to have tours; the School Board toured the building the first week of Oct. - Technology / LC: Jodi reported <ul style="list-style-type: none"> • Learning Commons is fully functional; ProAV is working through resolving punchlist items. • Jodi is setting up monthly Promethean training for staff and having them on site to resolve any glitches. • Stuart and Joel will be up in Nov. to do a final walk-through. • The committee may meet one more time to review contingency funds. Those monies can be spent through the life of the project (Spring 2021) so they are looking to have teachers and staff get used to spaces and needs before evaluating additional needs. - PE / Athletics: Geoff G. reported; <ul style="list-style-type: none"> • The subcommittee will meet soon to discuss the status of fundraising targets through the end of the project • Geoff put forth a formal request to move forward with the outfield fence at the baseball field: \$5,000 contributed by fundraising, \$3,000 contributed by boosters, \$2,355 requested from the Special Athletic Revenue Fund • Kim made a motion that the Building Committee recommend this proposal for approval to the Board; Donna seconded; John asked Mark to clarify who authorizes funds. The Board of Directors will have to authorize the use. The motion carried unanimously. 	



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	<ul style="list-style-type: none"> • Dugout construction has begun and completion is anticipated soon. - Sustainability & Building Systems: No report. - Student Advisory: <ul style="list-style-type: none"> • Nearly complete with the Time Capsule, just waiting on two more items • Donna will have final approval on the items included - Fundraising: <ul style="list-style-type: none"> • Focus is on the competition scoreboard; need two more committed sponsors to get the preferred scoreboard; goal of finishing this up by the holidays. • Hall of Fame is on hold at this time, need to sell more bricks, but will probably look to do that in Dec/Jan • Donna asked Rob when the committee can meet again, as there has been some work done since the committee last met. Rob said he would schedule something soon. 	
<p>Update from CHA Architecture</p>	<p>3. Kathy updated the Committee on:</p> <ul style="list-style-type: none"> - Punchlist progress - Window remediation work, plan for action, and retainage withheld windows will not be accepted at this time and warranty will commence once they are considered complying with the contract document requirements and are accepted. - Substantial Completion targeted for 10/12 - Process and requirements for Substantial Completion, including commencement of warranties on accepted work - Kathy clarified that items not accepted will not start warranty and that items discovered during the 1-year warranty period as deficiencies will be addressed and that a date for completion of punchlist items will be set as part of Substantial Completion document. - Kathy discussed the walk-through that will happen as the 1-year warranty period comes to a close to ensure that all appropriate items are addressed prior to that date. (walk-through will likely take place at the end of summer 2021) - Negative pressure issue in the building: new development and multiple parties trying to diagnose and resolve. - Abatement is finishing up and demolition is on-going 	
<p>Budget Update</p>	<p>4. Mark C. reported;</p> <ul style="list-style-type: none"> - Budget continues to be in good shape. - No new pay requisition has been signed as team is still working through release of retainage with the contractor. Req anticipated later this month. - Change order #26 signed for \$1,145.11 	



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	<ul style="list-style-type: none"> - 37% of construction contingency spent to date - \$25,000 remaining in the Owner's Reserve 	
Transition to New Building	<p>5. Donna B. reported;</p> <ul style="list-style-type: none"> - Going well and managing furnishings punchlist - Contractors are in the building on non-student days finishing up punchlist items - More furnishings are ordered as needs are discovered. 	
Other Items	<p>6. Discussion of the salvaged and framed logo from the old gymnasium floor.</p> <ul style="list-style-type: none"> - Lincoln Haney has provided engineered drawings for hanging the floor piece - Mark and Chris have asked for a fee from the engineer of record of the building to review the drawings and loads on the roof structure. - Donna clarified that the piece will be hung over the left main entrance to the gym - John clarified that it is not the purview of the Building Committee to determine if this should be hung, but can authorize expenditure of Owner Reserve funds for the engineering review. - Holly supports engineer review and Donna's decisions going forward with installation. - Holly made a motion to approve up to \$2,200 for review by Structural Engineer of record; Frank seconded the motion; the motion carried. <p>7. Kathy informed the board that the DOE asked the committee to revisit installing infrastructure for the electric vehicle charging stations. The DOE is willing to fund the infrastructure as part of the project. This would allow the infrastructure to be installed without the strings attached that the stations would need to be listed publically.</p> <ul style="list-style-type: none"> - Frank supports this as part of the charge of the Building Committee to provide a sustainable building - John supports the work being done no - Kathy will get some additional information regarding pricing <p>8. Chris clarified that the Green Ribbon program must be applied for by the students and the staff and will happen one year after occupancy</p> <p>9. Donna notified the committee that there was a significant donation made to be used for the athletic facilities for the new building by the Estate of David Hammond.</p>	
	<p>Upcoming Dates:</p> <ul style="list-style-type: none"> - Next Building Committee Meeting: - November 4, 2020 Location TBD at 5:30pm. <p>Meeting adjourned at 6:54pm</p>	



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