



## Meeting Minutes

**Project:** MSAD 75 High School

**Date:** June 2, 2021

**Attendees:** MSAD 75 Building Committee  
Kathy Cogan, CHA Architecture

**Purpose:** Building Committee 78 Meeting started at 5:33pm

Topic/Time	Agenda/Notes	Action
<b>Minutes Acceptance</b>	Approval of May minutes postponed until July meeting	
<b>Public Comment</b>	1. None	
<b>Subcommittee Reports</b>	<p>2. Updates from Subcommittee Meetings</p> <ul style="list-style-type: none"> <li>- Communications: meeting Friday, 6/4, to establish a date for a ribbon cutting / celebration when the field is complete.</li> <li>- Technology / LC: bid documents for the field equipment is out with five vendors. Expect bids back in the next couple weeks.</li> <li>- PE / Athletics:               <ul style="list-style-type: none"> <li>• Kathy updated that Geoff and the track coach have reviewed the track line markings</li> <li>• Kathy updated that the team continues to work with Sports Field and the testing agency to fine tune the infield mix for installation this summer</li> <li>• Chris updated that the District went out to the field on Tuesday after the very wet weekend and determined that the field was fine for play</li> </ul> </li> <li>- Sustainability &amp; Building Systems: no update</li> <li>- Student Advisory: no meeting to report</li> <li>- Fundraising:               <ul style="list-style-type: none"> <li>• Rob reported that there are two more donors (Lee Toyota and Topsham Fair Mall) who have requested some form of advertisement at the entry to the athletic stadium</li> <li>• Rob reported that they continue to work on the design for the Hall of Honors and expect that to be finalized in the fall with the selling of tiles to start in the Fall for Spring 2022 installation</li> <li>• Mark asked if there were any reservations about advertisements at the entry to the stadium                   <ul style="list-style-type: none"> <li>○ John said he had no objection as long as school and district policies about advertisements were followed.</li> </ul> </li> </ul> </li> </ul>	
	John noted that this was Donna's last meeting and thanked her for all of her hard work on this project. Kim echoed John's comments.	



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<p><b>Update from CHA Architecture</b></p>	<p>3. Kathy updated the Committee on:</p> <ul style="list-style-type: none"> <li>- Construction Update:           <ul style="list-style-type: none"> <li>• Concession Building: under-slab utilities</li> <li>• Athletic Field: topping stone being placed under the turf – anticipate turf being laid in the next two weeks.</li> <li>• Jason Pollard will review and approve subgrade before contractor can install turf</li> <li>• CHA is looking into the installation of the stadium light bases at different heights, just to confirm that the required light levels at the field will be met.</li> <li>• Warranty / Punch list completion               <ul style="list-style-type: none"> <li>○ DOE, MSAD 75, and CHA continue to work with the contractor to make sure that warranty items and punch list items are completed.</li> <li>○ There are a few items of significance we are tracking with them: grass around the school, penthouse siding patterning, exterior window sills positive drainage, and outstanding Commissioning items on the Mechanical System</li> <li>○ DOE, MSAD 75, and CHA are unified in withholding building retainage to ensure that these items are completed and as insurance in case the Owner needs to hire another contractor to complete these items.</li> <li>○ ACD has indicated that they will be addressing most of the outstanding items as soon as school is out.</li> </ul> </li> <li>• There will be a Warranty Walk in late August to review any warranty items that need to be completed by the contractor prior to end of the guarantee period in mid-October.</li> </ul> </li> <li>- Pay Requisition: #32 has not been signed as CHA, DOE, and Owner maintain that retainage be withheld until punch list and warranty items be completed to Owner's satisfaction.</li> <li>- Change Order #34:           <ul style="list-style-type: none"> <li>• Signed for \$76,548</li> <li>• Included two items approved by the Building Committee in May:               <ul style="list-style-type: none"> <li>Concession building fit up</li> <li>Ledge drilling for stadium lighting</li> </ul> </li> </ul> </li> </ul>	
<p><b>Financial Update</b></p>	<p>4. Mark presented the status of the contingency and expenditures.</p> <ul style="list-style-type: none"> <li>- Noted that the contingency is only 42% expended</li> </ul>	



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	<ul style="list-style-type: none"> <li>- Noted that there is a significant overage on the construction testing line item due to extensive testing and characterization of the PCBs and Asbestos that saved abatement costs.</li> <li>- With this line item netted out, there is still about \$1M left in contingency.</li> </ul>	
<p><b>Purchase Recommendations</b></p>	<p>5. Mark presented athletic equipment priorities from the Athletic / PE subcommittee totalling \$17,235</p> <ul style="list-style-type: none"> <li>- Replacement hurdles</li> <li>- Replacement high jump set</li> <li>- Track protection</li> </ul> <ul style="list-style-type: none"> <li>• This would be paid for by the David Hammond donation, and Mark confirmed with the estate attorney that this would be an appropriate expenditure of those funds.</li> <li>• Frank made a motion to approve; Donna seconded</li> <li>• Holly asked for confirmation that these items had been coordinated with the fundraising committee and that there had been a larger conversation about how these funds are used               <ul style="list-style-type: none"> <li>- Rob reported that the fundraising committee had deferred to the Athletic/PE subcommittee to make appropriate recommendations, but asked for a more comprehensive plan for the remaining funds</li> <li>- Mark clarified that these items along with the safety netting have been the top priorities of the Athletic / PE subcommittee for some time and have been part of ongoing discussions. Donna confirmed this</li> </ul> </li> <li>• Motion passed</li> </ul>	
<p><b>Correspondence</b></p>	<p>6. None</p>	
<p><b>General Discussion</b></p>	<p>7. Mark addressed some rumors in the community about messaging in the mosaic tile art piece in the lobby.</p> <ul style="list-style-type: none"> <li>- This piece is part of the Percent for Art commission</li> <li>- It was installed in August when there was only contractors and staff in the building</li> <li>- After installation on a Friday, Mark was made aware that there was “no justice; no peace” and “BLM” hidden in the patterns of the artwork.</li> <li>- Mark immediately addressed this with the artist who recognized that this was a mistake and volunteered that they remove the messaging immediately.</li> </ul>	



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	<ul style="list-style-type: none"><li>- The following Tuesday, the artist removed the messaging and repaired the mosaic at no cost to the District.</li><li>- Donna confirmed that this messaging was never in the approved design.</li></ul>	
	<p>Upcoming Dates:</p> <ul style="list-style-type: none"><li>- Next Building Committee Meeting: - July 7, 2021 Location TBD at 5:30pm.</li></ul> <p>Meeting adjourned at 6:07 pm</p>	