



Meeting Notes

Project: MSAD 75 High School
Date: February 6, 2019
Attendees: MSAD 75 Building Committee
Lyndon Keck, PDT Architects
MSAD 75 Building Committee Members as per attached sheet

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.

Purpose: Building Committee 51

Topic/Time	Agenda/Notes	Action
	1. John Hodge called the meeting to order at 5:30 p..	
	2. John Hodge introduced Bob Lucy, the interim superintendent, to replace Dan Chuhta. All Committee members introduced themselves.	
	3. The meeting notes were reviewed and approved by acclimation of the Chair.	
	4. There was no public comment.	
	5. Update from Percent for Art Subcommittee. Mark Conrad stated the Committee was processing contract with the artists and waiting for the next phase of project review.	
	6. Update from the Communications Subcommittee. The Communications Subcommittee has posted recent drone footage on the website and has made other website updates. There has been no meeting recently.	
	7. Technology & Learning Commons Subcommittee. The report was given by Jane. The Committee met on February 5 th and reviewed the following items: <ul style="list-style-type: none"> • Working on selecting whether to do LCD monitors or projectors. This is still an open question. • A goal of the Committee is to have the same equipment in every classroom. • The Committee is wondering if they should purchase sound enhancement systems in the classrooms. • The Committee to meet with their consultant, CDA, on March 7th-8th. • A question was asked about the LCD monitors and what their repair record was. 	

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	<ul style="list-style-type: none"> • A Committee member asked what was the easiest to replace and upgrade – LCD's or projectors. • Committee members noted LCD screens were now getting very large at 84"-96". 	
	<p>8. PE & Athletics Subcommittee: David Johnson, Jr. presented samples of goal post crossbar memorabilia that can be sold for fundraising.</p> <p>John Hodge and David Johnson, Jr. also presented photographs of Mt. Ararat athletic logs that could be placed on athletic protective wall mats in the gymnasiums. PDT and Kathy Kahill to get a price from the manufacturer to see if it is too late to add the stenciling or vinyl letters at this point in the ordering process.</p>	
	<p>9. Sustainability & Building Systems Subcommittee had no report.</p>	
	<p>10. Student Advisory Subcommittee report was made by Emily Robbins and Krista Chase. The Student Advisory Subcommittee has received seventeen (17) submissions for the Mt. Ararat flag design. The submissions were from middle school and high school students. Five designs were selected. The top two designs were appointed to work with the middle school art teacher in developing a final, common design.</p> <p>The question was asked as to who will approve the design of the flag. John Hodge stated that he thought it would be the Building Committee's job to approve and recommend to the School Board.</p>	
	<p>11. Fundraising Subcommittee report was given by Dan Chuhta:</p> <ul style="list-style-type: none"> • Sports booster group has agreed to donate \$15,000 for outfitting the concession booths. • It was suggested the Building Committee have a role in approving the donor wall design and plaques posted with donor's names. • Donors are asking how long their signs will be kept and who will maintain the promotional signage. • Baseball field signage and logos are being reviewed by the Fundraising Committee. • Dan stated the Fundraising Subcommittee was mapping their donor tiers, finishing their major donor tier, and getting ready to move on to the second tier. • Fundraising Subcommittee has ironed out some payment issues in the brick campaign. • The Fundraising Subcommittee is developing a program to sell the goal post and goal standard items developed by David Johnson, Jr. 	



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	<ul style="list-style-type: none"> Fundraising Subcommittee is looking for someone to volunteer as leadership for gathering donations for the forum seating. 	
	<p>12. Construction Update: Lyndon gave a brief update of work being accomplished in each of the building sections, A-E. He also stated pay requisition #7 will be signed on Wednesday for approximately \$1,250,000.</p>	
	<p>13. Lyndon explained that, to date, \$91,029 had been approved for change orders but there was another \$67,600 in pending change orders. The total change order amount, therefore, would be \$158,629 which represents 7% of the construction contingency.</p>	
	<p>14. Lyndon noted that roofing was being completed on Classroom Wing "E". The roofers are now moving move the Classroom Wing "D".</p> <p>Lyndon also suggested the Building Committee start to think about organizing a tour, either at their March or April Building Committee meeting, to walk the site. It was agreed that PDT will work with Mark Conrad and John Hodge to work out a tour time, date, and schedule.</p>	
	<p>15. Lyndon explained to the Building Committee that the school would lose its student parking lot as of June 15-20 to make way for ACD Construction to build the school driveways, drop-offs, and faculty parking areas.</p> <p>Lyndon explained there was nothing in the drawings designating student parking for the second year of construction. Kathy, Donna, and Brad Smith had been working on parking alternatives for the second year which included Wicked Joe's two main asphalt parking lots, a Wicked Joe's gravel and grass area along Republic Drive, and a paved parking lot belonging to MERA that belonged with the Navy Building along Canam Drive.</p>	
	<p>16. Dan Chuhta stated he had recently had discussions with Wicked Joe's. They had never finalized the purchase from MERA of the gravel lot, the building or the linear lot along Canam because of DEP and environmental issues.</p>	
	<p>17. Chris Shaw suggested that, perhaps, ACD and Crooker would be able to accelerate their portions of the new drive and parking areas to be able to accommodate students in September 2019. It was agreed that PDT, with Donna Brunette, Mark Conrad, and Chris Shaw continue to look for possibilities such as empty land, remote parking areas, or shuttle buses.</p>	
	<p>18. Chris Shaw gave a brief overview of the construction from his standpoint. He mentioned continuing concern the owner and PDT had about frozen,</p>	



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	shallow footings. He noted structural steel was proceeding and the long fire wall now had structural steel on one side near the fire wall.	
	19. There was general discussion about PDT and the owner having hired a surveyor to check the footing vertical elevations in January which will be rechecked in April when the frost goes out of the ground,	
	20. Chris Shaw gave a brief update on concerns at the baseball field. He stated there would be a narrow window of opportunity when Crooker would be able to get back on the baseball and multi-purpose field to do work without damaging the spring thaw soils.	
	21. Committee members asked what the status was of Allied Engineering's review of the structural components for the dugouts. Lyndon to check with Kathy Kahill.	
	22. Mark Conrad presented a copy of the project budget.	
	23. General Discussion: <ul style="list-style-type: none"> • Dan Chuhta informed the Committee of discussions he is having with the Town Manager and Sewer District, as well as recent work on the revised sign ordinance to allow the high school to have a digital, electronic sign out at Route 201. 	
	24. Mark Conrad informed the Committee that Suzanne Morin of PDT has started a kick-off meeting on furnishings. She made a presentation to the ad hoc Furnishings Subcommittee.	
	25. Mark Conrad also spoke briefly about starting the process for selecting movers and acquiring price proposals from movers for the late Spring of 2020. He received a recommendation from the Sanford School Department for ABC Movers who had moved the Sanford Schools.	
	26. There was discussion about asking teachers to develop lists of equipment and teaching supplies that could use which would be over and above what would come out of the DOE budget. It was suggested the Fundraising Subcommittee put out a request for donors to provide money in the area of art, music, STEM, science, and digital media.	
	27. Upcoming Dates: <ul style="list-style-type: none"> • The next Building Committee meeting will be Wednesday, March 6th at 5:30 p.m. in Room 201. 	
	28. The meeting was adjourned at 6:40 p.m.	