



Meeting Minutes

Project: MSAD 75 High School

Date: January 6, 2016

Attendees:	Julie Booty	Krista Chase	Emily Robbins
	Kim Totten	David A. Johnson	Michael Chonko
	Chris Shaw	Donna Brunette	Steve Dyer
	David Johnson Jr.	John Hodge	Jane Scease
	Valerie Chiang, BGS		
	Alan Kuniholm, PDT Architects		
	Bob Curtis, PDT Architects		

Purpose: Building Committee 13

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Meeting Minutes 11/04/15	1. Meeting notes from December Building Committee meeting approved.	
Public Comment	2. No public comment.	
Presentation by Valerie Chiang of BGS	<p>3. Update on Current State Role in Project Oversight:</p> <ul style="list-style-type: none"> - The Department of Education has recently created a new position known as a Project Administrator that replaces the position of Owner’s Representative. This acts as a liaison between the DOE school district and can be helpful in facilitating coordination of technology, furniture, Building Commissioning activities. The PA is chosen by District from a list of pre-qualified individuals. Their work typically requires 8 to 15 hours per week, depending on phase of project. The PA will also help advertise for and hire the Building Commissioning agent and help develop the scope of work for the Commissioning Agent. The PA typically comes on board at the end of the Concept Design phase. PDT expects to finish concept design by late summer. - School projects in Sanford, Fryberg and Corinth have been working with Project Administrators. - The DOE now funds building commissioning activity starting after referendum at the 50% (Design Development) phase of the project. The Commissioning Agent can provide third party review of MEP, fire alarm, building envelope, and smoke evacuation systems. The District can elect to perform other testing during construction such as IR imaging and window testing, but the State may not fund these additional activities. The project will also have a full-time, on-site clerk 	



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	<p>to act as the eyes and ears of the architect during construction. Standard materials testing and IBC Special Inspections testing and inspections will also take place to assure that designs are executed correctly. BGS will provide Commission Agent advertisements, but the selection will be made by the District. Selection is qualifications-based and must be free from discussion of fees.</p>	
<p>Sub-Committee Reports</p>	<ol style="list-style-type: none"> 4. All Chairs should notify Becky B of future meeting dates. She will post meeting dates, times and locations. 5. Communications: <ul style="list-style-type: none"> - Straw Poll on 1/22/16. The District will be reaching out to school newspapers and other news outlets to publicize the event. There is no minimum numbers of attendees, more is better. Kim asks about sending e-mail blast to advertise the date and time. 6. Technology: <ul style="list-style-type: none"> - Committee has met three times. Will focus on “end-user technology” and selection of learning commons features. They’ve been looking at the metaphors of the “watering hole” and the “cave” as guides to LC design and researching best practices in LC design and furniture selection. Discussions with staff and students will determine types of spaces to be provided. Spaces may include living rooms, lounges, work rooms, maker spaces and production studios. Research best practices. Design and furniture selection. Energy dashboard needs to be integrated with Technology Committee. - PDT recommends hiring a Technology Consultant to help clarify design goals and provide information about current and emerging technology. The State will help pay for a technology consultant. Other Districts have made a variety of choices. Some use Smart Boards, others prefer Apple TV and flat-screen displays. Scope of work and timing need to be determined. Most of their work will take place after the referendum. The Committee should consider visiting Thornton Academy and South Portland High School to see different approaches to learning technology. 7. Sustainability: <ul style="list-style-type: none"> - Sub-committee met twice on December 14 and 22. Much discussion about the role of the Commissioning Agent. Valerie Chiang covered 	



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	<p>most of this in her presentation. They have decided to develop guiding principles and milestones for sustainability. “Net zero ready” concept has been developed further. Some of these goals are to design for expansion, adaption and flexibility with a 100 year life span. Good envelope design and control infiltration and exfiltration will be essential to meet energy consumption goals. The school should be ready to accept a PV array at some future date. Building needs to serve as an educational tool. Connections to the natural environment and integration with science curricula are important. The key functional systems of the building, particularly heating and cooling, should be transparent and easily understandable to staff and students. The group discussed the potential impact on students of being close to demolition activities. Another goal is to maximize recycling and re-use of existing building demolition materials. The group will meet again near the end of the month.</p> <p>8. Building Systems:</p> <ul style="list-style-type: none"> - Last met on December 16, 2015. Discussed scope of commissioning activities in depth. Other priorities include designing to standards that exceed code minimums. Operations and training materials must be clear and useful for training future employees. All recycling and composting efforts should be coordinated with State pest management programs and practices. Provide heavy duty pavement at bus loops to prevent premature wear. Any new flag poles must be well lit. A draft of the OPR (Owner’s Project Requirements) draft is being developed as a road map for the design team. Their next meeting, scheduled for January 11, 2016 will be moved later in the month and will be a shared meeting with the Sustainability Sub-committee. <p>9. Student Advisory:</p> <ul style="list-style-type: none"> - Will meet one week from this date. <p>10. PE and Athletics:</p> <ul style="list-style-type: none"> - The Sub-committee met twice in December. At their last meeting, they voted unanimously to remove the existing field house and compensate for the lost space by increasing PE spaces in the new building with local funds. The field house was seen as an impediment to full utilization of the site. The new space could be similar to Cony HS where two large gyms are divided by a substantial operable wall that would allow the two spaces to be used separately or as a single large space. The 	



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	<p>partition would provide substantial but not complete acoustical separation. Extensive discussion followed.</p> <ul style="list-style-type: none"> - The Sub-committee members also felt that asking students to travel between buildings for PE activities was not safe or practical. - Lyndon presented estimate comparing the cost of keeping, modifying, heating and maintaining the field house to building a similar space in the new building. The State will typically fund a new room similar to a wrestling room. - Concerns were expressed about the potential abuse of new wood competition floors. The design team will consider the possibility of providing a more durable floor surface in the secondary space. There was discussion of technology to provide remote display at other locations. - Lyndon reviewed test-fits showing the effect of removing the field house on the campus layout. Removing the field house creates more space for a “fat track”, associated bleachers and supporting structures. A fat track is one that is wide enough to fit a regulation soccer field. The current “skinny” track cannot. Concern was expressed that building a fat track might displace programs using the competition field for another year. - The Sub-Committee sees value in improving the drainage and grading at all fields. - PDT noted that the Maine Plumbing Code requires permanent sports installations have permanent toilet facilities sized to accommodate expected number of spectators and athletes. These requirements can sometimes be met by allowing access to the school building during sports events. Final interpretations are made by the local code enforcement officer. The design team will consider this when laying out the building. - The BC agreed to defer a vote on the Sub-committee’s recommendation regarding the field house until after the straw poll. - The idea of including an artificial turf field has been discussed by the Sub-committee. It was suggested that a committee be formed to test the community’s support for spending funds on this. - There was discussion of using naming rights or other sponsorships as a means of raising money for athletic improvements. Before this can happen, the Policy Committee of the School Board must meet to work 	



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	<p>out policies for naming rights, advertisement, etc. This group will then make a recommendation to the Board before policies can be adopted. This work includes defining parameters for allowing use by other community groups, which is a general goal of the project, and drafting a wish list of possible items to be purchased through public funding.</p> <ul style="list-style-type: none"> - Lyndon confirmed that the total project budget must be complete at referendum, including fund raising goals from sponsorships or naming rights. - It was suggested that the Communications Sub-committee prepare a written form that would allow people attending the straw poll meeting to express their opinions anonymously on a variety of issues related to the project, including the fate of the field house. 	
<p>Space Allocation Program Update</p>	<p>11. Space Allocation Program:</p> <ul style="list-style-type: none"> - Lyndon distributed copies of the draft Space Allocation Program for later consideration and discussion. DOE mandated sizes are the basis of this Program. The gross area in the draft program is significantly larger than we expect the State to approve. - They will typically fund about 185 sf/student and likes to see about 85% utilization. This is an increase from the benchmark 12 years ago which was about 165 sf/student. The PDT draft currently shows 207 sf/student, so some significant design, programming and curriculum work will be require to reduce the number to 185. - DOE has seen portions of this draft. - The State advocates “collegiate model”, meaning that teachers will be asked to share spaces and will not own their classrooms as they do in the existing building. PDT’s design will call for some, but not all classrooms to be shared by teachers. The existing building was designed for about 1,100 students so faculty have been free to expand into unused spaces. Current 10 year projections assume enrollment at 750 students. - PDT shared similar projects: Windham HS 176 sf/student; Cony HS was allowed 160 sf/student by the State and fundraised to buy another 33 sf. Mt. Blue has 185 sf/student but is an integrated high school. Lyndon will check on Hampden numbers. Local money was raised there for additional space. 	



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DOE Update	<p>12. DOE Update:</p> <ul style="list-style-type: none"> - The Design Team and the District met with Scott Brown of the DOE. Scott has reminded us that he does not have final decision making authority. This resides with the Commissioner and the State Board of Education. - Scott was impressed by the District's Special Education programs. - Enrollment projections show 723 students in 10 years, but studies have shown opening a new school drives enrollment increases. Charter schools appear to be reducing enrollment at Mt. Ararat. - Lyndon lead a discussion about the local funding process. The referendum must contain fundraising goals because facilities built with donated funds become maintenance costs for the District. 	
Other Business	<p>13. Upcoming Building Committee Meetings :</p> <p>@ MTA HS Learning Commons 5:30 p.m. – 7:30 p.m. on February 3, 2016</p>	