



**Meeting Minutes**

**NOTES  
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**Project:** MSAD 75 High School

**Date:** February 5, 2020

**Attendees:** MSAD 75 Building Committee  
Kathy Cogan Kahill, PDT Architects

**Purpose:** Building Committee 63

Topic/Time	Agenda/Notes	Action
<b>Minutes Acceptance</b>	1. January Notes - No comments; John deemed them approved	
<b>Public Comment</b>	1. None	
<b>Subcommittee Reports</b>	2. Updates from Subcommittee Meetings - % for Art Update: Mark and Chris toured Richard Keen (muralist) through the Dining Commons. Mark passed around a rendering of the mural. CHA shall request a PR to relocate a motion sensor to accommodate the mural. Dan Dowd will create an eagle using some wood salvaged from the field house roof. Kim requested copies of the photo of the mural to be handed out to the School Board. Mark will get it into the Board packet. Holly asked if it could be posted on the website with some bio info. Mark will ask permission of the artist. - Communications: Donna reported out. Spent time on updating "frequently asked questions" with Shawn and outreach to subcommittees. A draft was circulated with the intention of posting a final version on the website. Donna requested comments back to the communications committee by next Wednesday (2/12.) Donna also asked for any other questions members of the committee might be hearing that should be added. - Technology / LC: Jodi reported. Requests for bids will be going out in the next two weeks for AV and phones. A pre-bid meeting will happen over the Feb. break. Bids due March 6 for AV and phones. Jodi and Mark recognized Nick's effort on this. LC tested chairs with students. Students were asked to vote on the one they liked best. Training Promethean is in use and almost half the staff is trained with staff using it already to teach classes. - PE / Athletics: Geoff reported out. Subcommittee reached out to vendors to get pricing for additional items presented at the last meeting. Looking to present recommendations to the Building Committee soon. Geoff updated the Committee on the two available bleacher colors from the contracted vendor. New bleachers on the turf field were undersized. CHA is working to resolve this. Rob asked about the non-main competition backboards being fiberglass. John and Kathy explained	



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	<p>what the state funding guidelines support for backboards. David confirmed that all rims are break-away in response to concerns from Rob about safety. David stated that his preference would be for the main competition and the aux. gym competition backboards be glass.</p> <ul style="list-style-type: none"> <li>- Sustainability &amp; Building Systems: no updates. They will meet as soon as a final design is received from ReVision. Still on track for April installation of PVs. Chris updated Committee on Commissioning Testing. It is being delayed slightly by getting internet to the building from Consolidated. Nick is working on getting switchgear on site as an early package so that building automation system can be run. Cx will likely begin in March. Natural gas was hooked up to new school today. (needed to run the boilers.) Kim asked about the snow melt systems at the entrances. Kathy explained that they have not been installed yet due to heavy construction traffic at these entrances.</li> <li>- Student Advisory: report tabled until Krista can update the committee. Notes were included in the Committee packet regarding ongoing plans for events and suggestions for time capsule.</li> <li>- Fundraising: Rob reported out. Current mission is to get four donors for the competition field scoreboard. Still need \$20,000-\$30,000 donations for the remaining items on the referendum list. Hoping to bring landscape architect's design of the "Hall of Fame"</li> <li>- to the committee. Donna mentioned that Rob will be scheduling a meeting in April for coordinating the construction of the baseball dugouts.</li> </ul>	
<p><b>Update from CHA Architecture</b></p>	<ol style="list-style-type: none"> <li>3. Kathy updated the committee on building progress and the December payment requisition and change order #18.</li> <li>4. Mark made a motion to recommend entering into a contract with EnviroVantage for Option 1 and 2a. Frank seconded.</li> <li>5. Chris clarified that this scope of work came up due to discovery. Mark clarified that the EPA has asked for additional post-remediation testing that would still be covered by the budgeted amount.</li> <li>6. Holly asked for clarification on what is currently in ACD's contract.</li> <li>7. John asked for a vote; motion was unanimously approved.</li> </ol>	
<p><b>Financial Update</b></p>	<ol style="list-style-type: none"> <li>8. Mark reviewed balance sheet including remaining contingency</li> </ol>	
<p><b>Furnishings</b></p>	<ol style="list-style-type: none"> <li>9. Mark provided an update on the Furnishings and Equipment bidding process. The Furniture Committee has worked with Suzanne Morin to put together a package for the building furnishings and equipment. They have worked to determine specific items that were desired such as chairs for the</li> </ol>	

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	<p>learning commons. Then went out to find the best pricing for purchase and installation. She's competitively bidding a substantial amount of scope that is not specific. She's using extensive use of consortium (State prices) And then there are some specialty items – typically in athletics – that Mark will work to get competitive pricing.</p> <p>10. Replacing ALL the furnishing in the school, and the competitive prices and negotiated prices are all within budget.</p> <p>11. Donna clarified that the funds cannot be used to purchase items that were not approved by the state when the equipment lists were submitted to the state.</p> <p>12. Holly asked what will happen with the old furnishings in the existing building.</p> <ul style="list-style-type: none"> <li>- Mark explained that Town officials and District Schools will be given the opportunity to take anything to their facilities. Then there will be a community yard sale to raise money for student fundraising groups. Mark has been discussing recycling opportunities for disposal of steel items. Then remainder will be disposed of through Waste Management.</li> </ul> <p>13. Mark mentioned that the furnishing contracts are so complex that he has not brought every individual potential contract to the Committee for approval.</p> <p>14. Frank recommended that a formal motion be made to approve the report that Mark provided so that the contracts can be awarded.</p> <p>15. Mark explained the technology contracts</p> <ul style="list-style-type: none"> <li>- Telephone system – will go to Board for approval</li> <li>- Promethean boards</li> <li>- Remaining AV equipment – will go to Board for approval</li> <li>- Building network equipment (eRate bidding process used.)</li> </ul> <p>16. A motion was made to approve the report Mark provided; Frank seconded. It was unanimously approved.</p> <p>17. Holly recommended that there be clear communication around why the furniture is being replaced. Donna, Mark, and Kathy will be available to answer any questions about this from the Board. Kathy pointed out that the state recognized the importance of replacing outdated, unsafe, and non-compliant furnishings and allocates significant funds in their budget to do that.</p>	
<p><b>Baseball</b></p>	<p>18. Holly asked if there are any current drainage issues. Chris reminded the Committee that some of the precious apparent issues were due to the lack of grass catch.</p> <p>19. Geoff stated that all issues were reviewed including current construction conditions. Chris and David have reviewed the conditions all winter and are pleased with the conditions of the field.</p> <p>20. Kim raised the concern that CHA indicated that a longer warranty could be negotiated at the time that the field was discovered to have suffered substantial grass death after the winter of 2018-2019</p>	



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	21. Kathy provided the response that the fields were reviewed by the Architect , Engineer of Record, DOE, and Owner and were determined to comply with the execution of the contract documents. There were no grounds on which to negotiate a longer warranty. Kathy will be prepared to speak to concerns about not having a longer warranty for the baseball field.	
<b>OTHER ITEMS / PARKING LOT</b>	22. Salvage Rights -- parking lot 23. Donor Wall/ Participation Recognition -- no update at this time. 24. General Discussion -- none.	
	Upcoming Dates: - Next Building Committee Meeting: - March 5, 2020 - BUILDING TOUR @ 4:30	