Meeting Notes

Project: Freeport High School

Date: August 30, 2016 at 7:30 a.m.

Attendees: Lyndon Keck*, John Simoneau/Committee Chairman, Kelly Wentworth, Business Manager/RSU 5, Ben Jamo, David Watts, Julie Coleman, Becky Foley, Superintendent/RSU 5, Jennifer Gulko, Principal/ Freeport High School, David Smail/FHS Physics, and Kim LaMarre/Committee Member.

Purpose: Monthly Building Committee Meeting

These notes were prepared by Lyndon Keck to the best of his ability. If there are any oversights please notify PDT Architects within three (3) working days.

Topic	Agenda/Notes	Action
	1. The Building Committee's first order of business was to convene at the front entrance of the school and do a tour of the existing school, as well as the new addition. Hardhats were provided for all. The tour was led by John Simoneau and Lyndon Keck.	
	2. The tour went down Corridors 100 and 200. The tour included the new nurse's clinic, teacher's room alterations, new bathrooms serving teachers and health clinic, hallway light upgrades in the corridors, and classrooms receiving renovated finishes.	
	3. Corridor 100 tour included new bathrooms with new finishes and new paint on existing tile.	
	4. At the boy's bathroom it was noted a privacy screen would need to be added to block the view of the boy's urinals.	
	5. At Future's Lab 101 there was a question about how extensive the orange paint would be along the three walls.	
	6. It was noted that the existing lockers being kept were in good condition, except for the sloped locker tops which have been badly dented and disfigured over the years. Lyndon mentioned that perhaps something could be done to provide new tops for the lockers.	
	7. The group looked at typical classrooms with new carpet, new lights and paint.	
	8. It was explained that the existing Whiteboards were being remounted because the new Whiteboards would not arrive until the first or second week of October.	

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	9. It was noted that existing doors had not yet been replaced with new wood doors and new hardware. This would be done over the next two months during after school hours.	
	10. The tour visited the Learning Center which had new ceilings, lights, carpet and paint, as well as the construction of two new seminar conference rooms.	
	11. The tour continued on to the guidance suite were it was noted the guidance counselors had concerns about the fabric on the chairs being “too busy”. There was general discussion about waiting until the rooms were 100% complete before determining if chairs should be moved to other locations.	
	12. The tour went on into the new building where progress included a substantial amount of new gypsum wallboard which was receiving tape and joint compound. Painting was beginning for priming.	
	13. The tour went downstairs and went through the food court, kitchen servery, fitness rooms, health room and music room. The Building Committee also went outside and looked at the proposed grass and tree plaza at the back of the cafeteria.	
	14. The base asphalt had been placed for the bus drop off and the student parking lot.	
	15. The group looked at the potential location for Freeport High School signage on the exterior cafeteria wall.	
	16. The group walked around to the front of the school and looked at the signage on the existing Freeport Performing Arts Center, as well as the existing painted wood sign above the administrative area.	
	17. The Building Committee went inside and had a brief update from John Simoneau about the status of the work. He explained there would be a pay requisition meeting later in the day. The requisition approved by the architect was for $915,223 and represented 71.5% completion of the project. In addition, Change Order #10, which contained thirteen (13) change proposal items totaling $28,761 was approved by the Construction Team. Individual change proposals approved by the Construction Team included two credit deducts for eliminating gypsum wallboard soffit at a corridor and changing the variable air volume systems for the kitchen hood. Additional work approved included adding water shut-off valves for bathrooms, additional failed glazing units in the 1960 classroom building, changing	

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	ductwork and sprinklers at the Learning Commons ceiling (which had been previously approved by the Building Committee) adding ventilation to the bathrooms (Women's 100 and Men's 100), relocating existing ductwork in the guidance suite, and revising toilet room finishes in Women's and Men's 100 bathrooms. Also a Change Proposal 088, in the amount of $6,577, was approved to replace pipe insulation which had been removed as part of the asbestos removal program in June. The new pipe insulation was asbestos-free and completes the thermal encapsulation of heating and how water pipes.	
	18. There was a recommendation that new shades need to be added on the south side of the classrooms of the 200 wing where shades had been removed or lost during the reglazing of windows.	
	19. John and Kim made an update on the status of the synthetic turf field and new track. They talked about cost increases the Committee had been wrestling with related to soils and re-grading. They also mentioned it would not be possible to have a referendum question on the track and fields in November; it would likely happen in the winter (January, February or later).	
	20. The next meeting will be Wednesday, October 5, 2016 at 7:30 a.m. in the Learning Commons. **END OF MEETING NOTES**	