

MINUTES
SPECIAL KICK-OFF MEETING
NEW ELEMENTARY SCHOOL BUILDING COMMITTEE
THURSDAY, APRIL 6, 2017
OWLS HEAD CENTRAL SCHOOL
3:30PM

In attendance

Committee Members:

Debbie Tyler, Mary Tolman, Sarah Dyer, James Tribou, Wendy Jacques, Craig Thill, Susan Thomas, Ben Tripp, Jesse Butler (chair)

Architects:

Jason Merriam, Mike Sabbatini

Members of the public:

Melissa Grierson, Molly Protheroe, Deb McKenney

Introductions

Review Charge and Scope of Work

Committee discussed best meeting times moving forward. Determined that alternating start times of 3:30PM and 4:30PM on Thursdays are best. Possibly move to Wednesdays. Meetings will be weekly.

Presentations from Architects

Jason and Mike presented the current status, and types of questions and examples of support from the committee that they will need.

Current plan is to go out to bid mid-May, new school will be in use for fall 2018. Current schedule has break ground end of June.

Questions about the delivery driveway were raised: how many daily deliveries? is it wide enough?

Permits have been requested from DEP for storm water, and from DOT. Owls Head permits will need to be requested.

Potential water pressure issues related to fire hydrant pressure. Testing scheduled for 10am Wednesday 4/12. If tests do not show adequate pressure at site, possibly need up to \$100k for water tank and pump. Some work can be done to explore alternatives and cost savings.

Using rain gardens for some of the storm water treatment, example photos were shown.

When discussing the walkways out to older student play area, it was shown that the path covering would be wood chips. After further discussion the committee is suggesting paved walkways to play areas to allow for snow removal during winter months. This will impact storm water / runoff plans.

Jason provided a full walk through of the floor plan. Through this conversation, there was a general concern that enough small workspaces exist. AI to Ben Tripp to collect information regarding all staff and student needs (regular instruction, RTI, G&T, sped, OT, etc.), this may be reviewed at next meeting to ensure we have adequate space in the plan.

Committee advised that guidance should have a dedicated office. Suggestion to move library office door to hallway, in order to facilitate a guidance office. AI to Jason to see if this is feasible.

Jesse (chair) noted that all suggestions from the committee are to be discussed fully at committee and then presented to Superintendent as advice in responses to our architect. This is the general process the committee will follow moving forward.

The following subject matter expert and stakeholder groups were loosely identified:

Recess management, Regular instructional space, Custodial staff, Building maintenance, Cafeteria and food services, Library, Administrative team, Music, Art, Speech, OT, Guidance

At next meeting the committee and attendees will prioritize need for input from these groups and invite representatives to future meetings for their input.

Committee adjourned at roughly 4:45PM.