

Facilities Review Committee

MINUTES

Monday, February 29, 2016

5:00 P.M.

Central Office

Members Present: Jack Wiseman, Tony Bennett, Gary Purington, Tom Kelly, John Hawley, Cari Medd, Shawn Vincent, Rick Jones, Mary Martin, Norm Davis, Tina Meserve

Members Absent: Rick Benoit

Others Present: Lyndon Keck, Architect

Item 1: PDT Fee Schedule

Reviewed the proposed fee schedule from PDT and sized it up to the recommendations established by the Maine Bureau of General Services. John explained how the State has provided a recommended rate schedule that is based on the total projected cost of the project and the classification. An early estimate supplied by PDT puts our project somewhere in the \$2M to \$2.5M range. Our project, a school, falls into category "B", and these two factors allow for a recommended rate of 8% that the architect can charge for services. There was initially \$95K in the feasibility study budget, but about \$10K has been spent on the enrollment study and updating site specifications required by DEP. Lyndon reminded the group that there would be other charges, non-architectural, such as test drilling, attorney's fees, etc. Mary questions the need for the full Board participation in the contract with the architect. Tina reviewed the policy, and although it stated that architectural fees did not need full Board approval, all agreed it might be best to keep them in the loop with reporting.

Item 2: Timeline Development

PDT had received feedback from John to take advantage of the bonds that are retiring in 2020, and they worked the timeline backward from there to create their plan. We would also need to get approval from Department of Environmental Protection. The project will take 18 months to build/complete.

Lyndon went over a couple of proposed timelines for the project. He suggested a concept design draft from May '16 - December '17 or April '16 - December '16. Community meetings could begin as soon as December 2017 for a referendum in June of 2018. Construction could start in July of 2018 and be ready for September 2020. The group agreed it was best to ensure the retirement of existing bond payments so that the overlapping financial commitment wouldn't overshadow public support.

John/Tina will need to talk to our attorney about how the bond timeline will work. The addition is a relatively small project, and PDT believes it can have the concept design done in 8-16 months. They will do staff interviews first and then develop options for floor and site plans. They will present the most viable options to us to consider. We will review our options and make decisions. When do you have payment of the bonds start? Bill Stockmeyer will work with us on the timeline. We need to ask:

- When is the right time for us to sell the permanent bonds?
- When would we be making the first payment?
- Can we have lower payments in the first year or two, and then more once bonds retire?

We could move this up a year, 2017, and be in the building as early as 2019, but it depends on the BAN (Bond Anticipation Note— temporary financing to pay the architects and engineers). Once we talk to the lawyers, we will call to discuss the timeline with the architects.

PDT will do a rendering of what the project will look like and cost estimates. They will do a complete DOE budget with everything that is required. They will provide a schematic design that could be presented to the taxpayers. We should have 5-6 months of public meetings and outreach to secure support.

They also say it's a good idea to have public meetings during concept design and get articles in local newspapers for those who are not attending face-to-face meetings. It would be cheaper to start earlier. If we wait three years, the project could cost 10% more. We could have cost figures in 5-6 months. Cari thought it was important to look at other capital improvement needs that might be considered and piggybacked onto the addition school financing as we go forward with a bond. Gary questioned whether the heating is adequate for the future size building. The design will include analysis of the entire system, including heat. We currently have some very cold rooms.

Item 3: A "Goals" and "Successes" Exercise facilitated by PDT

PDT asked: "What are the goals of the project? What will be our definition of success?"

The group collaborated and supplied the following responses.

1. Public support
2. Public buy-in
3. All kids in one building (no more portables)
4. Secure/Safe facility
5. Better educational floor plan
6. Better storage
7. Energy efficient
8. Durable materials
9. Maintenance cost – efficiencies
10. Beautiful space
11. Good Drawing = few change orders
12. Improved HS functioning
13. Real middle school -new consolidated MS that is designed for all students in the district
14. Think about future needs
15. Investigate energy efficient systems

Replaced/repaired some of the structures currently in the building (tiles, connecting walls). Keep impacted area to 30,000 square feet we won't have to go back through site review with DEP, we will only need to keep them abreast of our project.

Rick Jones spoke briefly about the phosphorous allocation for each location and stated that we may have to consider exchanging a drainage improvement project off site to cover our inability to do so on our property. He said the current crew at DEP was very willing to help us figure out a solution to our problem.

We should work together to have a public outreach to the community to make sure we have support. Shawn felt it was important to verify that the community sees this as a district project, not just a middle school project. This project will benefit the high school so current middle school students/parents will be in the high school by the time we get the project done. We need to get elementary parents to understand the advantage for their kids too. Also to stress efficiencies and how will we be able to save in the future – LED lighting will pay for itself in 2.5 years and we could consider developing a net energy cost-building project.

Questions from the community might include:

Why are our elementary schools full? **Answer:** They used to include K-8 programs? We have added Pre-K, Adult Education, as well as new programs (guidance, music).

Next Meeting:

T.B.D. – John will pull the group back together after conversations with the attorneys and after PDT has done some of their information gathering.

Adjourned @ 6:20 PM