

**Middle School Building Committee**

**Minutes**

Tuesday, May 31, 2017

5:30 P.M.

Elm Street School

**Members Present:** Nick Konstantoulakis, Lisa Cesare, Steve Bolduc, Mary Martin, Shawn Vincent, Norm Davis, Cari Medd, Tina Meserve, Bill Eldridge

**Members Absent:** John Hawley, Jack Wiseman, Stan Tetenman, Tony Bennett, Rick Jones

**Others Present:** Alan Kuniholm, Architect, Chelsea Lipham

**Item 1 – Review and Approval of April 25th Meeting Notes** Tina asked if there were any comments on the minutes. There were no comments. Committee approved meeting notes as written.

**Item 2 – Review of Maine School Construction Guidelines and Security** – Alan shared that he provided the committee with the Department of Education's (DOE) document called School Safety and Security to inform them of best safety practices. Key safety standards include: signal source of entrance, locked vestibule, visibility from vestibule and office, office next to the vestibule. The design we have approved has all of these 4 key safety standards. We will place a link to the DOE School Construction website on our site.

**Item 3 – Review and Discuss Updated Concept Plan** - The updated plan was discussed. The plan includes a: single, secure vestibule, offices for the middle school administrative assistant, dean and principal are in the area of the new vestibule. The high school office spaces are as originally designed in the area of the new vestibule. The nurse and co-curricular director's offices were moved to a central location to better cover both populations of students. The new special education classroom will be in one of the existing science classrooms. There will be a small special education space and meeting area in the other existing science class. All necessary spaces are in the new design including the 6 classrooms that are currently in portables, a teachers room and some storage space.

**Item 4 – Construction Estimates** – Because of the smaller footprint, the site estimate went down considerably. A quick review suggests the new number could be around 5.4 million. A professional estimate will be available in two weeks (or less). It was requested that we look at the cost of funding for 15 years vs 20 years. There would be less money going to interest in shorter bond (Lisa Cesare). Alan reminded us that he is working with a pitched roof in the plan as requested by the Town of Poland. Alan said we should review the timeline with our attorney. We need to make sure we have the information out to the towns six weeks before the referendum.

**Item 5 – Public Comment** - None

**Item 6 - Next meeting date** - Discussion included the need to build toward the referendum in November. There was discussion about what we might do next and identifying the places/events that we could be visible with information about the building project. The group decided to meet again on August 15<sup>th</sup> at 5:30 and September 26<sup>th</sup> at 5:30.

**Meeting adjourned at 7:10 PM**